

### TE KAUNIHERA O TE AWA KAIRANGI

20 March 2024

Order Paper for Council meeting to be held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt, on:

### Wednesday 27 March 2024 commencing at 2:00 pm

The meeting will be livestreamed on Council's Facebook page.

### Membership

	Mayor C Barry (Chair)
	Deputy Mayor T Lewis
Cr G Barratt	Cr J Briggs
Cr K Brown	Cr B Dyer
Cr S Edwards	Cr A Mitchell
Cr K Morgan	Cr C Parkin
Cr N Shaw	Cr T Stallinger
Cr G Tupou	

For the dates and times of Council Meetings please visit www.huttcity.govt.nz

### Have your say

You can speak under public comment to items on the agenda to the Mayor and Councillors at this meeting. Please let us know by noon the working day before the meeting. You can do this by emailing DemocraticServicesTeam@huttcity.govt.nz or calling the DemocraticServices Team on 04 570 6666 | 0800 HUTT CITY



### TE KAUNIHERA O TE AWA KAIRANGI | COUNCIL

Chair	Mayor Campbell Barry
Deputy Chair	Deputy Mayor Tui Lewis
Membership:	All Councillors (11)
	Refer to Council's Standing Orders (SO 31.10 Provisions for
	Mana Whenua)
Meeting Cycle:	Council meets on an eight-weekly basis (extraordinary meetings can be called following a resolution of Council, or on the requisition of the Chair or one-third of the total membership of Council)
Quorum:	Half of the members

### POWER TO (BEING A POWER THAT IS NOT CAPABLE OF BEING DELEGATED)<sup>1</sup>:

- Make a rate.
- · Make bylaws.
- Borrow money other than in accordance with the Long Term Plan (LTP).
- Purchase or dispose of assets other than those in accordance with the LTP.
- Purchase or dispose of Council land and property other than in accordance with the LTP.
- Adopt the LTP, Annual Plan and Annual Report.
- Adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the LTP or developed for the purpose of the Local Governance Statement.
- Appoint the Chief Executive.
- Exercise any powers and duties conferred or imposed on the local authority by the Local Government Act 1974, the Public Works Act 1981, or the Resource Management Act 1991, that are unable to be delegated.
- Undertake all other actions which are by law not capable of being delegated.
- The power to adopt a Remuneration and Employment Policy for Council employees.

### **DECIDE ON:**

### Policy and Bylaw issues:

- Adoption of all policies required by legislation.
- Adoption of strategies, and policies with a city-wide or strategic focus.
- Approval of draft bylaws before the consultation.
- Adoption of new or amended bylaws.

### **District Plan:**

- Approval to call for submissions on any Proposed District Plan, Plan Changes and Variations.
  - 1 Work required before the making of any of these decisions may be delegated.

- Before public notification, approval of recommendations of District Plan Hearings Subcommittees on any Proposed Plan, Plan Changes (including private Plan Changes) and Variations.
- The withdrawal of Plan Changes in accordance with clause 8D, Part 1, Schedule 1 of the Resource Management Act 1991.
- Approval, to make operative, District Plan and Plan Changes (in accordance with clause 17, Part 1, Schedule 1 of the Resource Management Act 1991).
- Acceptance, adoption, or rejection of private Plan Changes.

### Representation, electoral and governance matters:

- The method of voting for the triennial elections.
- Representation reviews.
- Council's Code of Conduct for elected members.
- Hearing of and making decisions on breaches of Council's Code of Conduct for elected members.
- Elected members' remuneration.
- The outcome of any extraordinary vacancies on Council.
- Any other matters for which a local authority decision is required under the Local Electoral Act 2001.
- Appointment and discharge of members of committees when not appointed by the Mayor.
- Adoption of Terms of Reference for Council Committees, Subcommittees and Working Groups, and oversight of those delegations.
- Council's delegations to officers, community boards and community funding panels.

### Delegations and employment of the Chief Executive:

Appointment of the Chief Executive of Hutt City Council.

### Meetings and committees:

- Standing Orders for Council and its committees.
- Council's annual meeting schedule.

### **Long Term and Annual Plans:**

- The adoption of the LTP and Annual Plans.
- Determination of rating levels and policies required as part of the LTP.
- Adoption of Consultation Documents proposed and final LTPs and proposed and final Annual Plans.

### **Council Controlled Organisations:**

 The establishment and disposal of any Council Controlled Organisation or Council Controlled Trading Organisation. • Approval of annual Statements of Intent and annual Statement of Expectation for Council Controlled Organisations and Council Controlled Trading Organisations.

### Community Engagement and Advocacy:

- Receive reports from the Council's Advisory Groups.
- Regular reporting from strategic partners.

### **Operational Matters:**

- Civil Defence Emergency Management matters requiring Council's input.
- Road closing and road stopping matters.
- Approval of overseas travel for elected members.
- All other matters for which final authority is not delegated.

### **Appoint:**

- The non-elected members of the Standing Committees, including extraordinary vacancies of non- elected representatives.
- The Directors of Council Controlled Organisations and Council Controlled Trading Organisations.
- · Council's nominee on any Trust.
- Council representatives on any outside organisations (where applicable and time permits, recommendations for the appointment may be sought from the appropriate Standing Committee and/or outside organisations).
- Council's Electoral Officer, Principal Rural Fire Officer and any other appointments required by statute.
- The recipients of the annual Civic Honours awards.

### TE KAUNIHERA O TE AWA KAIRANGI | HUTT CITY COUNCIL

### Ordinary meeting to be held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on

Wednesday 27 March 2024 commencing at 2:00 pm.

#### **ORDER PAPER**

### **PUBLIC BUSINESS**

### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū Tīhei mauri ora.

Cease the winds from the west
Cease the winds from the south
Let the breeze blow over the land
Let the breeze blow over the ocean
Let the red-tipped dawn come with
a sharpened air.
A touch of frost, a promise of a
glorious day.

### 2. APOLOGIES

No apologies have been received.

### 3. PUBLIC COMMENT

Generally up to 30 minutes is set aside for public comment (three minutes per speaker on items appearing on the agenda). Speakers may be asked questions on the matters they raise.

### 4. MAYORAL STATEMENT

### 5. <u>CONFLICT OF INTEREST DECLARATIONS</u>

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

### 6. COMMITTEE MINUTES WITH RECOMMENDED ITEMS

### a) Komiti Iti Ara Waka | Traffic Subcommittee

22 February 2024

**Recommended Items** 

Item 5a) Proposed new Parking Class Restrictions - Various Locations

19

18

### MAYOR'S RECOMMENDATION:

"That the recommendations contained in the minutes be endorsed."

b)

Item 5b)	Parking Time Restriction Changes - 1 Myrtle Street and Naenae Shopping Centre	20
MAYOR'S	RECOMMENDATION:	
"That the	recommendations contained in the minutes be endorsed."	
Item 5c)	Broken Yellow Lines (BYL) No Stopping - At All Times under Traffic Resolution - Guiness Street and Oxford Terr Parliament Street and Marine Drive	ace, 21
MAYOR'S	RECOMMENDATION:	
"That the	recommendations contained in the minutes be endorsed."	
Item 5d)	Ad-hoc Bus Stop Improvements	22
MAYOR'S	RECOMMENDATION:	
"That the	recommendations contained in the minutes be endorsed."	
Item 5e)	Route 110 Bus Stop Improvements	23
MAYOR'S	RECOMMENDATION:	
"That the	recommendations contained in the minutes be endorsed."	
Komiti Iti	Ahumoni I Tūraru   Audit and Risk Subcommittee	
27 Februar	y 2024	56
Recomme	nded Item	
Item 5)	Draft Procurement Strategy	57
MAYOR'S	RECOMMENDATION:	
"That the	recommendations contained in the minutes be endorsed."	

# c) <u>Komiti Hapori Ahurea me ngā Rangapū | Communities, Culture and Partnerships Committee</u>

28 February 2024 71

### **Recommended Item**

Item 5) Changes to Community Funding relating to the Long Term
Plan 72

### MAYOR'S RECOMMENDATION:

"That the recommendations contined in the minutes be endorsed."

# d) <u>Komiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy Committee</u>

6 March 2024 81

Please note the recommended items for items 5a) 'Seaview Marina Limited Draft Statement of Intent 2024/25 to 2026/27' and 5b) 'Urban Plus Limited Group Draft Statement of Intent 2024/25 to 2026/27' were resolved at the Council meeting held on 6 March 2024.

#### Recommended Item

Item 5c) Adoption of Hutt City Council's Control of Animals Bylaw 85

MAYOR'S RECOMMENDATION:

"That the recommendation contained in the minutes be endorsed."

### e) Komiti Hanganga | Infrastructure and Regulatory Committee

7 March 2024 96

### **Recommended Items**

Item 5a) Asset Management Policy

97

98

### MAYOR'S RECOMMENDATION:

"That the recommendations contained in the minutes be endorsed."

# Item 5b) Raised Crossings - Harcourt Werry Drive and Waiwhetu Road/Waterloo Road

### MAYOR'S RECOMMENDATION:

"That the recommendations contained in the minutes be endorsed."

### 7. MISCELLANEOUS

### a) Te Herenga Kairangi - Māori Strategy

Report No. HCC2024/1/72 by the Senior Policy Advisor | Pou Tohutohu Kaupapa Here Matua-Maori

118

### MAYOR'S RECOMMENDATION:

"That the recommendations contained in the report be endorsed."

### b) Sale of Land - Marine Drive

Report No. HCC2024/1/73 by the Strategic Advisor

138

### MAYOR'S RECOMMENDATION:

"That recommendations (1), (2), (3) and (4)( $\mathbf{a}$ ) contained in the report be endorsed."

### c) Avalon Skatepark

Report to be separately circulated.

### d) <u>Local Government New Zealand four-monthly report from</u> November 2023 to February 2024

Memorandum dated 14 March 2024 by the Elected Member Support Coordinator

143

### MAYOR'S RECOMMENDATION:

"That the recommendation contained in the memorandum be endorsed."

## e) Recommendations to Council from the Long Term Plan/Annual Plan Subcommittee meeting held on 27 March 2024

"That Council adopts the recommendations made on the following reports, and any amendments agreed at the Long Term Plan/Annual Plan Subcommittee meeting held on 27 March 2024:

- a) Draft Long Term Plan 2024-2034 and Consultation Materials; and
- b) Reserves Investment Strategy.

8.	<u>MINUTES</u>				
	Meet	ing minutes Hutt City Council, 27 November 2023	168		
	Meet	ing minutes Hutt City Council, 12 December 2023	174		
	Meet	ing minutes Hutt City Council, 20 February 2024	205		
	Meet	ing minutes Hutt City Council, 6 March 2024	209		
9.	9. COMMITTEE MINUTES WITHOUT RECOMMENDED ITEMS				
	a)	Komiti Ratonga Rangatōpū me te Rautaki   Policy, Finance and Strategy Committee			
		30 October 2023	214		
	b)	Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau   Long Term Plan/Annual Plan Subcommittee			
		27 November 2023	217		
		Please note the recommended items were resolved at the Council meeting held on 27 November 2023.			
	c)	Komiti Iti Ahumoni I Tūraru   Audit and Risk Subcommittee			
		28 November 2023	247		
	d)	Komiti Ngā Wai Hangarua   Wellington Water Committee			
		11 December 2023	258		
	e)	Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau   Long Term Plan/Annual Plan Subcommittee			
		12 December 2023	269		
		Please note the recommended items were resolved at the Council meeting held 12 December 2023.	on		
		20 February 2024	289		
		Please note the recommended items were resolved at the Council meeting held on 20 February 2024.			
	f)	Komiti Kaupapa Taiao   Climate Change and Sustainability Committee			
		20 February 2024	321		
	g)	Komiti Arotake Mahere ā-Rohe   District Plan Review Committee			
		29 February 2024	326		

10 27 March 2024

### h) Komiti Ratonga o Te Awa Kairangi | Hutt Valley Services Committee

8 March 2024 333

### 10. SEALING AUTHORITY

Report No. HCC2024/1/17 by the Legal Co-ordinator

342

### MAYOR'S RECOMMENDATION:

"That the recommendations contained in the report be endorsed."

### 11. QUESTIONS

With reference to section 32 of Standing Orders, before putting a question a member shall endeavour to obtain the information. Questions shall be concise and in writing and handed to the Chair prior to the commencement of the meeting.

### 12. EXCLUSION OF THE PUBLIC

### MAYOR'S RECOMMENDATION:

"That the public be excluded from the following parts of the proceedings of this meeting, namely:

### 13. COMMITTEE MINUTES WITH RECOMMENDED ITEMS

### Komiti Hanganga | Infrastructure and Regulatory Committee

7 March 2024

### 14. COUNCIL MINUTES

27 November 2023

12 December 2023

20 February 2024

6 March 2024

### 15. COMMITTEE MINUTES WITHOUT RECOMMENDED ITEMS

### a) <u>Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long</u> Term Plan/Annual Plan Subcommittee

27 November 2023

12 December 2023

20 February 2024

### b) Komiti Iti Ahumoni I Tūraru | Audit and Risk Subcommittee

28 November 2023

27 February 2024

### c) <u>Komiti Kaupapa Taiao | Climate Change and Sustainability</u> Committee

20 February 2024

Please note the recommended item was resolved at the Council meeting held on 6 March 2024.

### 16. <u>TE WAI TAKAMORI O TE AWA KAIRANGI RIVERLINK</u> <u>DELIVERY UPDATE</u>

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A) (B) (C)

General subject of the matter to be considered.

Reason for passing this resolution in relation to each matter. Ground under section 48(1) for the passing of this resolution.

Report of the Infrastructure and Regulatory Committee | Komiti Hanganga held on 7 March 2024: Te Wai Takamori o Te Awa Kairangi – Property Matters

The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities(s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)(s7(2)(i)) That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

Minutes of the Hutt City Council | Te Kaunihera o Te Awa Kairangi held on 27 November 2023: Supplementary The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)). The withholding of

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the savings information; Micromobility Programme – Community Connections (Avalon and Taitā) request for including in the Long Term Plan; and Te Wai Takamori o Te Awa Kairangi (Riverlink).

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disclosure of information for which good reason for withholding exist.

Minutes of the Hutt City Council | Te Kaunihera o Te Awa Kairangi held on 12 December 2023: Te Wai Takamori o Te Awa Kairangi (Riverlink) Property Matters; Fraser Park Sportsville Update; Funding request for Transport budget 2023-24; and Appointment of Directors to Wellington Water Limited.

The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)). The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)).The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

Minutes of the Hutt City Council | Te Kaunihera o Te Awa The withholding of the information is necessary to enable That the public conduct of the relevant part of the

Kairangi held on 20 February 2024: Te Wai Takamori o Te Awa Kairangi Programme Update

the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)).The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).

proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

Minutes of the Hutt City Council | Te Kaunihera o Te Awa Kairangi held on 6 March 2024: Panel Members for Low Carbon Acceleration Fund; and Chief Executive's Employment Agreement.

The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)). That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

Report of the Long Term Plan/Annual Plan Subcommittee | Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau held on 27 November 2023: Supplementary savings information; Micromobility Programme -Community Connections (Avalon and Taitā) request for including in the Long Term Plan; and Te Wai Takamori o Te Awa Kairangi (Riverlink).

The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)). The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities(s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage,

negotiations (including commercial and industrial negotiations)(s7(2)(i))

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Report of the Long Term Plan/Annual Plan Subcommittee | Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau held on 12 December 2023: Te Wai Takamori o Te Awa Kairangi (Riverlink) Property Matters; Fraser Park Sportsville Update; and Funding request for Transport budget 2023-24 The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied (s7(2)(c)(i)). The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to damage the public interest (s7(2)(c)(ii)).The withholding of the information is necessary to enable the local authority to

carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)).The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).

Report of the Long Term Plan/Annual Plan Subcommittee | Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau held on 20 February 2024: Te Wai Takamori o Te Awa Kairangi Programme Update

The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)(s7(2)(i)) That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

Report of the Audit and Risk Subcommittee | Komiti Iti Ahumoni I Tūraru held on 28 November 2023: HR and Payroll System The withholding of the information is necessary to maintain legal professional privilege(s7(2)(g)). The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage,

commercial activities(s7(2)(h)).

Report of the Audit and Risk Subcommittee | Komiti Iti Ahumoni I Tūraru held on 27 February 2024: HR and Payroll System The withholding of the information is necessary to maintain legal professional privilege(s7(2)(g)). The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities(s7(2)(h)).

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

Report of the Climate Change and Sustainability Committee | Komiti Kaupapa Taiao held on 20 February 2024: Panel members for Low Carbon Acceleration Fund. The withholding of the information is necessary to protect the privacy of natural persons.(s7(2)(a)). That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

Te Wai Takamori o Te Awa Kairangi Riverlink Delivery Update.

The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)).The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).

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This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

Kate Glanville SENIOR DEMOCRACY ADVISOR

### **HUTT CITY COUNCIL**

### KOMITI ITI ARA WAKA | TRAFFIC SUBCOMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on

### Thursday 22 February 2024 commencing at 2:00 pm

**PRESENT:** Cr N Shaw (Chair) Cr G Barratt

Cr B Dyer (Deputy Chair) from Cr A Mitchell

2.03pm (via audio-visual link)

Cr C Parkin Cr J Briggs

**APOLOGIES:** Cr G Tupou

**IN ATTENDANCE:** J Kingsbury, Director Economy and Development

E Scherer, Traffic Engineer Manager

A Shahin, Traffic Engineer - Contractor (part meeting)

R Murugadhas, Traffic Engineer (part meeting)

H Bell, Elected Member Support Coordinator (part meeting)

V Gilmour, Democracy Advisor

### **PUBLIC BUSINESS**

### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru

Cease the winds from the west

Whakataka te hau ki te tonga

Cease the winds from the south

Cease the winds from the south

Let the breeze blow over the land

Let the breeze blow over the ocean

Let the red-tipped dawn come with a

He tio, he huka, he hau hū sharpened air.

Tihei mauri ora A touch of frost, a promise of a

glorious day.

### 2. APOLOGIES

### RESOLVED: (Cr Shaw/Cr Parkin)

### Minute No. TSC 24101

"That the apology received from Cr Tupou be accepted and leave of absence be granted and the apology for lateness from Cr Dyer be accepted."

### 3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

### 4. CONFLICT OF INTEREST DECLARATIONS

There was no conflict of interest declarations.

### 5. <u>RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI |</u> <u>COUNCIL - 27 March 2024</u>

Cr Dyer joined the meeting at 2.03 pm.

a) Proposed new Parking Class Restrictions - Various Locations

The Traffic Engineer Manager elaborated on the report.

In response to questions from a member, the Traffic Engineer - Contractor advised that the lane width for the mobility park at Hilary Court did not allow for hatching. He added that the mobility park was situated near an existing ramp. He said that there were ongoing discussions with Greater Wellington Regional Council to consider reallocating the taxi stand parking to a bus layover.

In response to a question from a member, the Traffic Engineer – Contractor clarified that the proposed Loading Zone for Downer Street was intended for use by all businesses in the area, not just the car dealership that requested it. He acknowledged that the location of the Loading Zone on the opposite side of the road made it difficult for Pak'n Save customers to use it. He added that officers would communicate with Pak'n Save to understand their scheduling better.

### RECOMMENDED: (Cr Shaw/Cr Barratt)

Minute No. TSC 24102

- (1) receives and notes the information;
- (2) approves the installation of one Loading Zone outside number 10 Downer Street, Hutt Central, as shown in Appendix 1 attached to the report;
- (3) approves the relocation of the mobility parking on Hilary Court outside the Naenae Library, as shown in Appendix 2 attached to the report;
- (4) approves the relocation of the mobility parking spaces on 36 High Street, Hutt Central, outside City Fitness, as shown in Appendix 3 attached to the report;
- (5) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and
- (6) notes that these parking restrictions will take effect once the appropriate signage and/or road markings have been installed."

b) Parking Time Restriction Changes - 1 Myrtle Street and Naenae Shopping Centre

The Traffic Engineer Manager elaborated on the report.

In response to a question from a member, the Traffic Engineer - Contractor confirmed that the school was consulted and supported the proposed time changes.

### RECOMMENDED: (Cr Shaw/Cr Mitchell)

Minute No. TSC 24103

- (1) notes and receives the report;
- (2) approves the proposed changes to the Naenae shops car park (adjacent to Naenae Medical Centre) from 'P120' to 'P180' (13 parking spaces) attached as Appendix 1 to the report; and
- (3) approves the proposed changes at 1 Myrtle Street, Hutt Central, for the timed duration of 'P5' parking spaces to "8.30am-9.00am" and "2.50-3.20pm" on school days only, attached as Appendix 2 to the report."

c) Broken Yellow Lines (BYL) No Stopping - At All Times under Traffic Resolution - Guiness Street and Oxford Terrace, Parliament Street and Marine Drive

Under public comment, the Chair acknowledged an email from Ian Cadios, attached as page 9 to the minutes.

The Traffic Engineer Manager elaborated on the report.

In response to a question from a member, the Traffic Engineer reported positive feedback from residents of Parliament Street regarding removing five car parks.

In response to questions from members, the Traffic Engineer Manager recommended using broken yellow lines for Marine Drive. He explained that the broken yellow lines were intended to enable cyclists to disembark safely and to support officers enforcing the 'No Stopping at all times' restriction. He suggested that officers could consider adding a cycle rack to the area.

### RECOMMENDED: (Cr Shaw/Cr Mitchell) Minute No. TSC 24104

- (1) receives and notes the information;
- (2) approves the No Stopping At All Times parking restriction near the intersection of Guiness Street and Oxford Terrace, Avalon, as shown in Appendix 1 attached to the report;
- (3) approves the No Stopping At All Times parking restriction between 1 Bridge Street and 24 Parliament Street, Melling, as shown in Appendix 2 attached to the report;
- (4) approves the No Stopping At All Times parking restriction near the end of the newly built shared path opposite 618 and 619 Marine Drive, Days Bay, as shown in Appendix 3 attached to the report;
- (5) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and
- (6) notes that these parking restrictions will take effect once the appropriate signage and/or road markings have been installed."

### d) Ad-hoc Bus Stop Improvements

The Traffic Engineer Manager elaborated on the report.

In response to a question from a member, the Traffic Engineer- Contractor advised that Greater Wellington Regional Council undertook consultation for Railway Avenue with no feedback received.

### RECOMMENDED: (Cr Shaw/Cr Mitchell)

Minute No. TSC 24105

- (1) notes and receives the report;
- (2) approves the proposed changes on Bus Stop 9155 on Randwick Road (outside 95) attached as Appendix 1 to the report;
- (3) approves the proposed changes on Bus Stop 9106 on Railway Avenue (outside 21) as a new p10 car park, attached as Appendix 2 to the report; and
- (4) approves the proposed changes on Bus Stop 0910 on Herbert Street (outside 10) attached as Appendix 3 to the report."

### e) Route 110 Bus Stop Improvements

Luke Benner, Senior Traffic Engineer from Greater Wellington Regional Council (GWRC), was in attendance for the item.

The Traffic Engineer Manager elaborated on the report.

In response to a question from a member, the Senior Traffic Engineer GWRC confirmed that the parks being reallocated on Victoria Street would remain unrestricted.

### RECOMMENDED: (Cr Shaw/Cr Barratt)

Minute No. TSC 24106

- (1) notes and receives the report;
- (2) approves the proposed changes to Bus Stop 8007, Cuba Street at Jackson Street, attached as Appendix 1 to the report;
- (3) approves the proposed changes to Bus Stop 9007, Cuba Street opposite Heretaunga Street, attached as Appendix 1 to the report;
- (4) approves the proposed changes to Bus Stop 9008, Cuba Street at Weltec, attached as Appendix 2 to the report;
- (5) approves the proposed changes to Bus Stop 8008, Cuba Street at Manchester Street, attached as Appendix 3 to the report;
- (6) approves the proposed changes to Bus Stop 9009, Cuba Street at Bouverie Street, attached as Appendix 4 to the report;
- (7) approves the proposed changes to Bus Stop 8009, Cuba Street at Burnham Street, attached as Appendix 5 to the report;
- (8) approves the proposed changes to Bus Stop 8111, Victoria Street (outside 42), attached as Appendix 6 to the report;
- (9) approves the proposed changes to Bus Stop 8227, High Street (outside 814), attached as Appendix 7 to the report;
- (10) approves the proposed changes to Bus Stop 9227, High Street (outside 847), attached as Appendix 7 to the report;
- (11) approves the proposed changes to Bus Stop 8116, Queens Drive (outside 124-130), attached as Appendix 8 to the report;
- (12) approves the proposed changes to Bus Stop 8118, High Street (outside 468), attached as Appendix 9 to the report;
- (13) approves the proposed changes to Bus Stop 8224, High Street (outside 696), attached as Appendix 10 to the report;
- (14) approves the proposed changes to Bus Stop 9224, High Street (outside 721), attached as Appendix 10 to the report;
- (15) approves the proposed changes to Bus Stop 8112, Victoria Street (outside 70), attached as Appendix 11 to the report;
- (16) approves the proposed changes to Bus Stop 9112, Victoria Street (opposite 68),

- attached as Appendix 11 to the report;
- (17) approves the proposed changes to Bus Stop 9113, Queens Drive (outside 17), attached as Appendix 12 to the report;
- (18) approves the proposed changes to Bus Stop 9114, Queens Drive (outside 51), attached as Appendix 13 to the report;
- (19) approves the proposed changes to Bus Stop 8117, High Street (outside 340), attached as Appendix 14 to the report;
- (20) approves the proposed changes to Bus Stop 9117, High Street (outside 375), attached as Appendix 14 to the report;
- (21) approves the proposed changes to Bus Stop 9121, High Street (outside 577), attached as Appendix 15 to the report;
- (22) approves the proposed changes to Bus Stop 9223, High Street (near 675), attached as Appendix 16 to the report;
- (23) approves the proposed changes to Bus Stop 9225, High Street (near 775), attached as Appendix 17 to the report;
- (24) approves the proposed changes to Bus Stop 8225, High Street (near 738), attached as Appendix 17 to the report;
- (25) approves the proposed changes to Bus Stop 9226, High Street (near 803), attached as Appendix 18 to the report; and
- (26) approves the proposed changes to Bus Stop 8226, High Street (near 776), attached as Appendix 18 to the report."

### 6. INFORMATION ITEM

#### **Traffic Subcommittee Forward Programme 2024**

Memorandum dated 7 February 2024 by the Democracy Advisor

The Director Economy and Development elaborated on the report. He advised the Beltway work was underway, with a report to be considered by the Subcommittee soon. He further advised that funding was linked to the Waterloo – CBD cycleway, street lighting and micromobility projects. He said officers were currently waiting for confirmation from Waka Kotahi.

In response to a question from a member, the Director Economy and Development stated that the Eastern Hutt Road slips work, including resurfacing, would be finished by March 2024.

RESOLVED: (Cr Shaw / Cr Briggs)

Minute No. TSC 24107

"That the Subcommittee receives and notes the Forward Programme for 2024 attached as Appendix 1 to the memorandum."

### 7. **QUESTIONS**

There were no questions.

Hau, pai mārire.

### 8. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

Unuhia! Release us from the supreme sacredness of

Unuhia! our tasks

Unuhia i te uru-tapu-nui To be clear and free

Kia wātea, kia māmā in heart, body and soul in our continuing

Te ngākau, te tinana, journ

te wairua i te ara takatū Oh Rongo, raise these words up high so that

Koia rā e Rongo we be cleansed and be free, whakairihia ake ki runga Yes indeed, we are free!
Kia wātea, kia wātea! Good and peaceful

Ae rā, kua wātea! Good and po

There being no further business, the Chair declared the meeting closed at 2.47pm.

N Shaw **CHAIR** 

CONFIRMED as a true and correct record Dated this 27th day of March 2024

Dear Traffic Sub-committee,

I was going to attend the HCC Traffic Subcommittee Meeting today but I can already see that would largely be a waste of my time. It appears that the decision has already been made by HCC Staff who have had their own consultation with businesses in the area and made their recommendation. One of those even objects to removal of the proposed carpark.

My purpose in sending you this email is to ensure that each member of the traffic subcommittee has a clear understanding that the recommended proposal of "No Stopping BYL"s adjacent to the somewhat challenging carpark/ cycleway exit that is clearly visible from our lounge at 618 Marine Drive, Days Bay will quickly prove insufficient and if there is not a significant injury in the immediate vicinity, it will be due to luck rather than the proposed signage.

The recommendation is included in the proposal below:-

"14. Marine Drive, Days Bay Two submissions were received regarding the proposal for Marine Drive, Days Bay which are positive.

One submission requested for additional signage and other additional improvements which is beyond the scope of this proposal. (I think that was probably mine.)

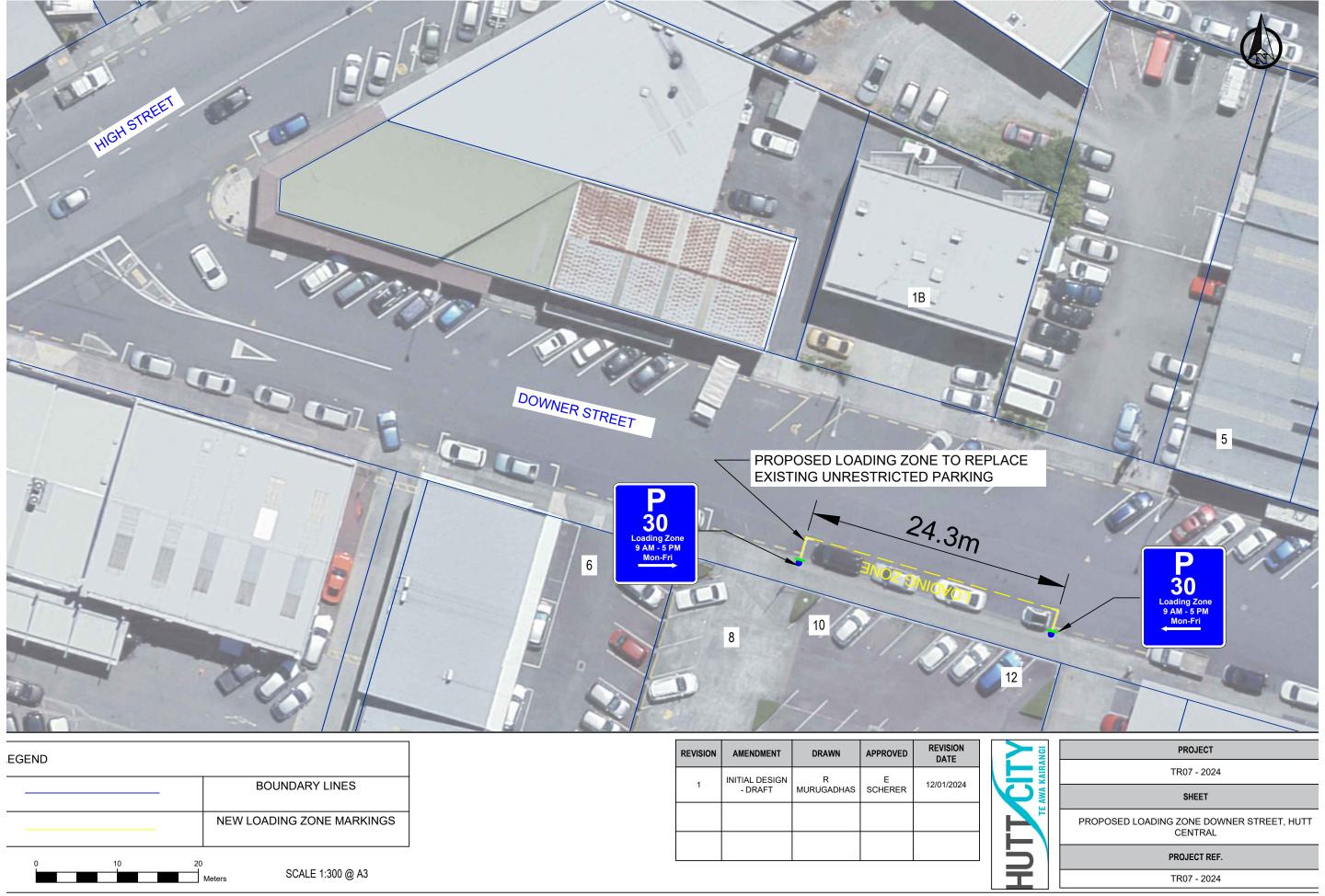
A separate consultation was conducted with the businesses on Days Bay. These are:

- a) Cotti Café;
- b) Sea Salt Café;
- c) SCL Building;
- d) The Cove; and
- e) Chocolate Dayz Café;

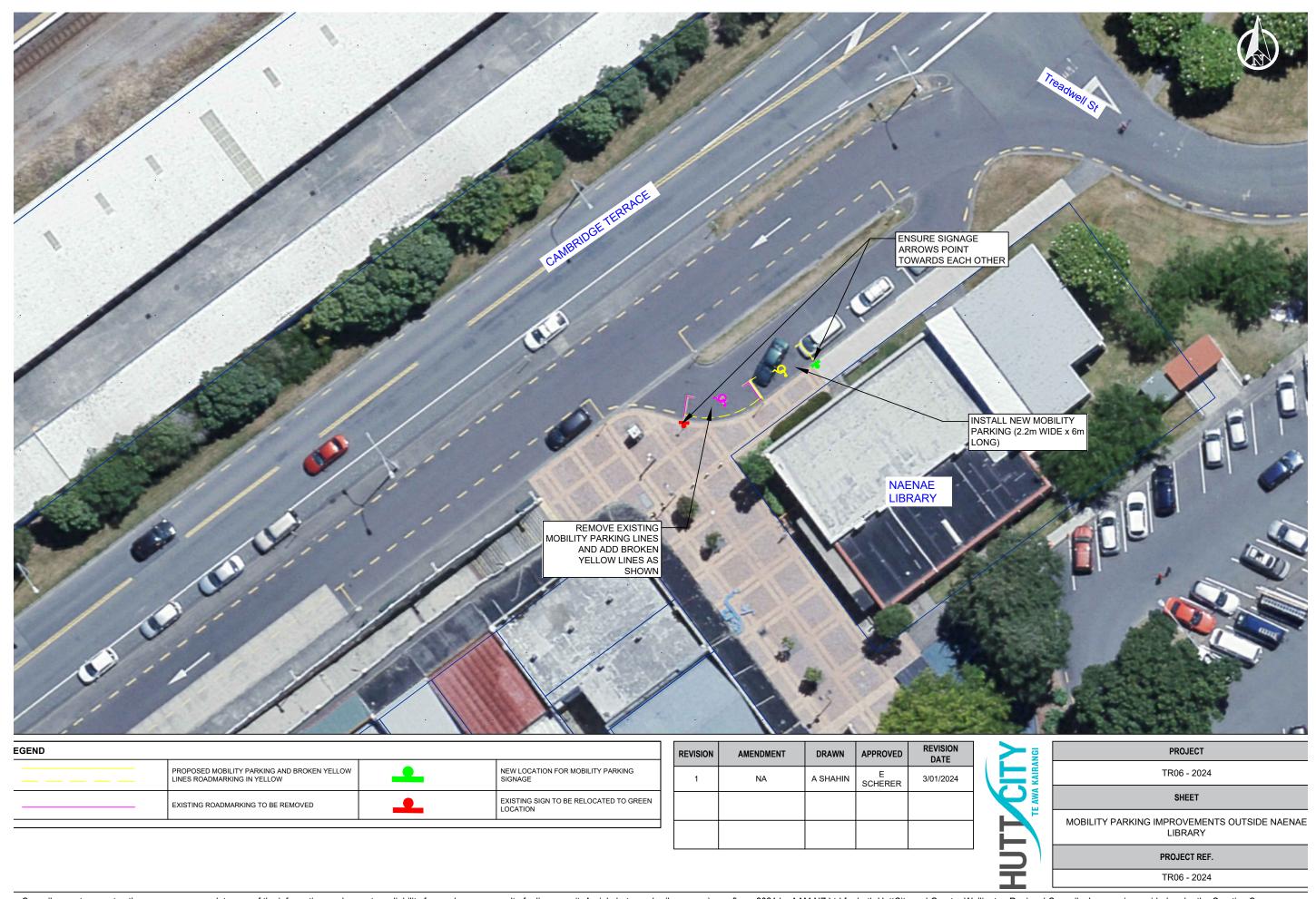
4 out of the 5 businesses have supported the proposal. Cotti Café has opposed the proposal due to the business opposing any parking removals.

The business consultation document is attached as Appendix 7 to the report. The Eastbourne Community Board at its meeting held on 13 February 2023 endorsed the recommendations. 15. A copy of the distributed consultation letters are attached as Appendices 4-6 to the report. Legal Considerations 16. These restrictions are made pursuant to the provisions of the Hutt City Council Traffic Bylaw 2017 and in line with the requirements of the Land Transport (Road User) Rule 2004."

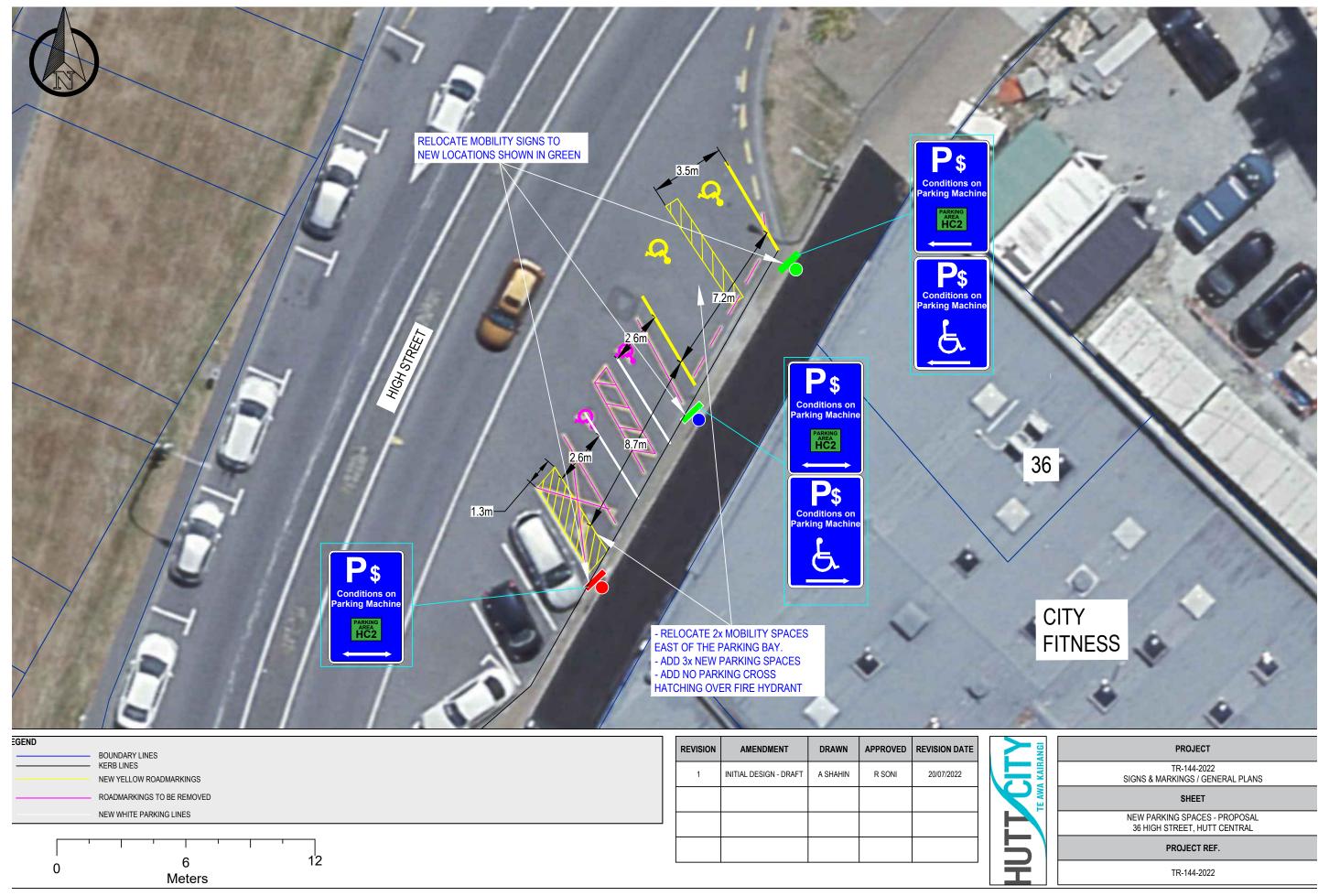
Ian Caddis



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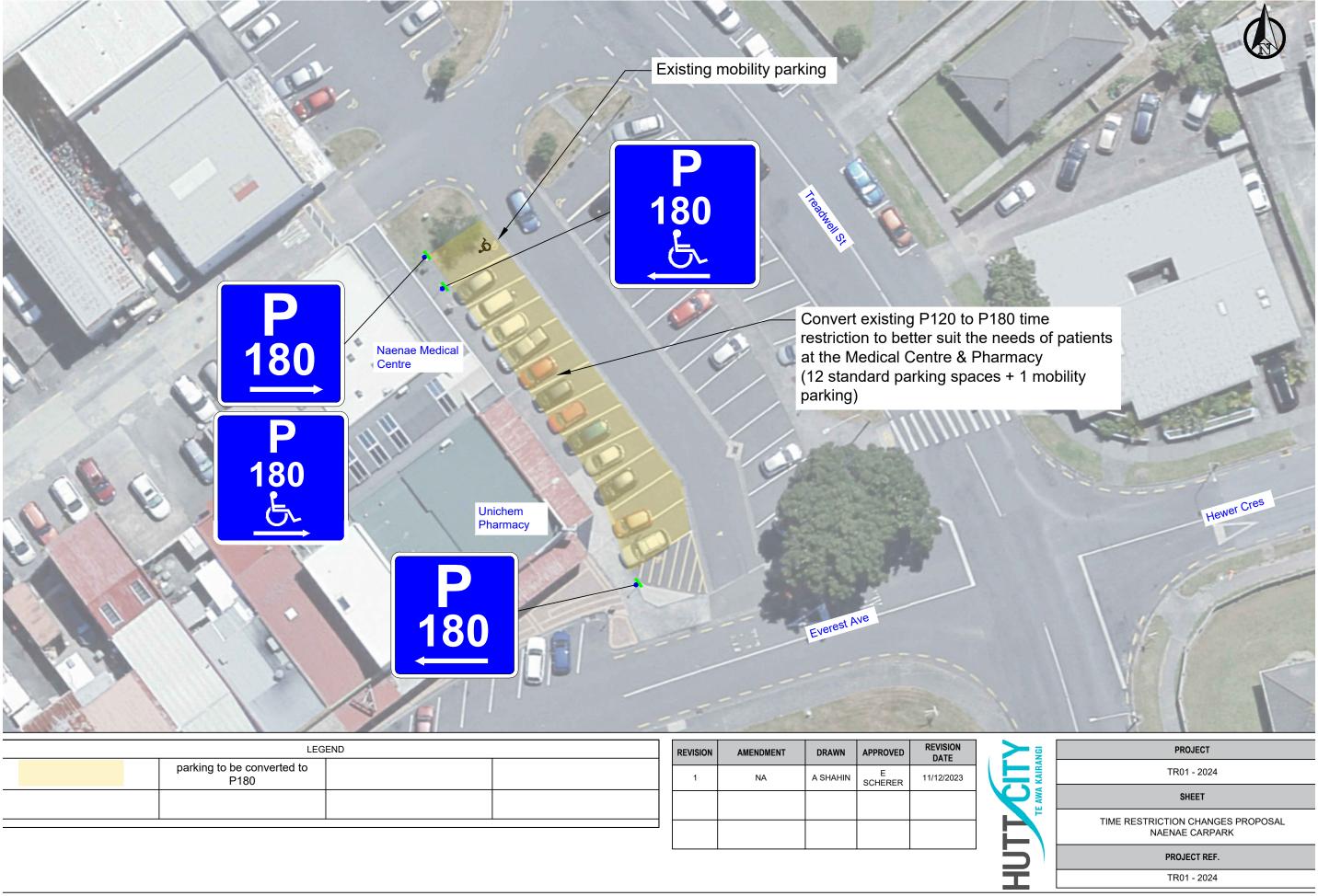
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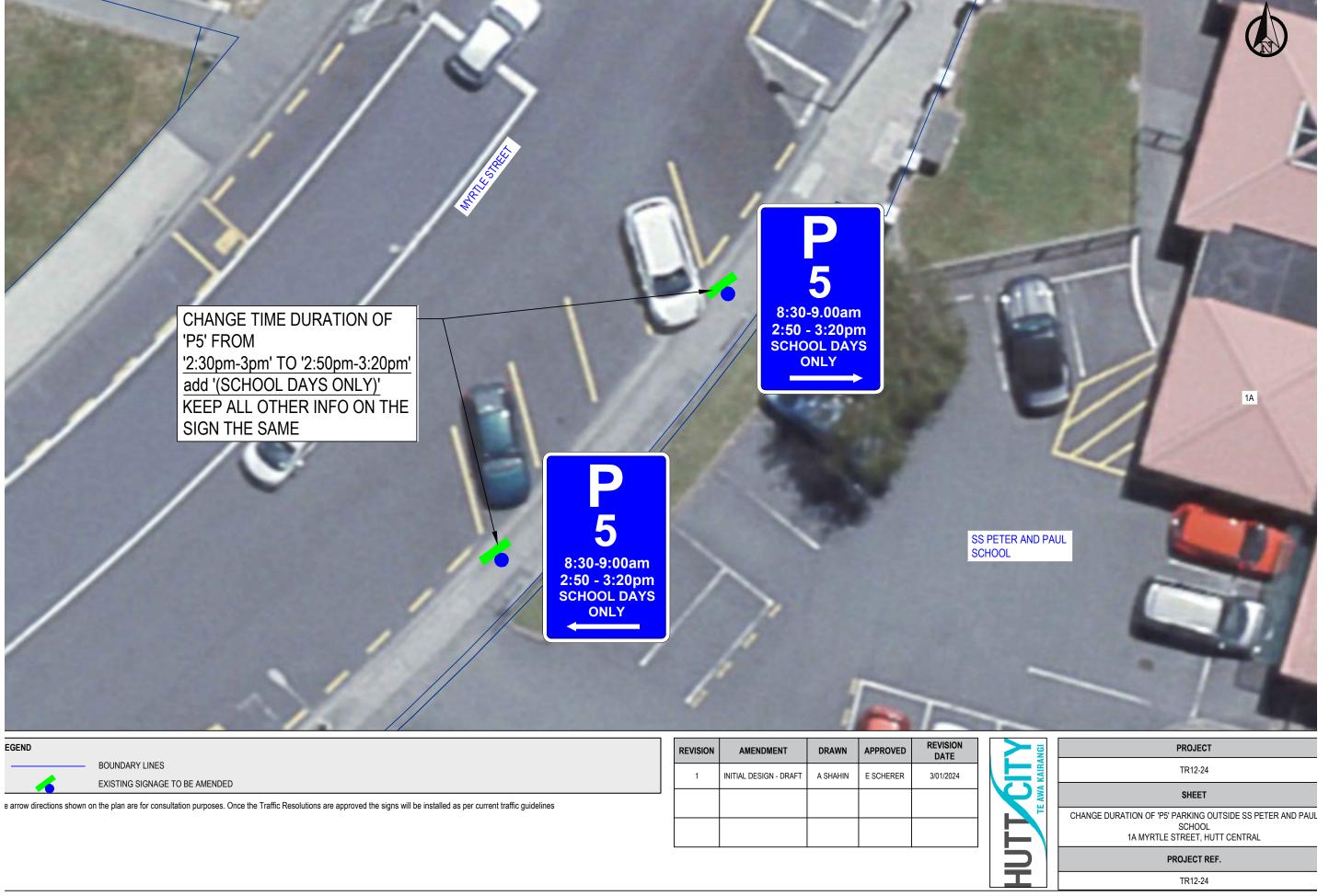
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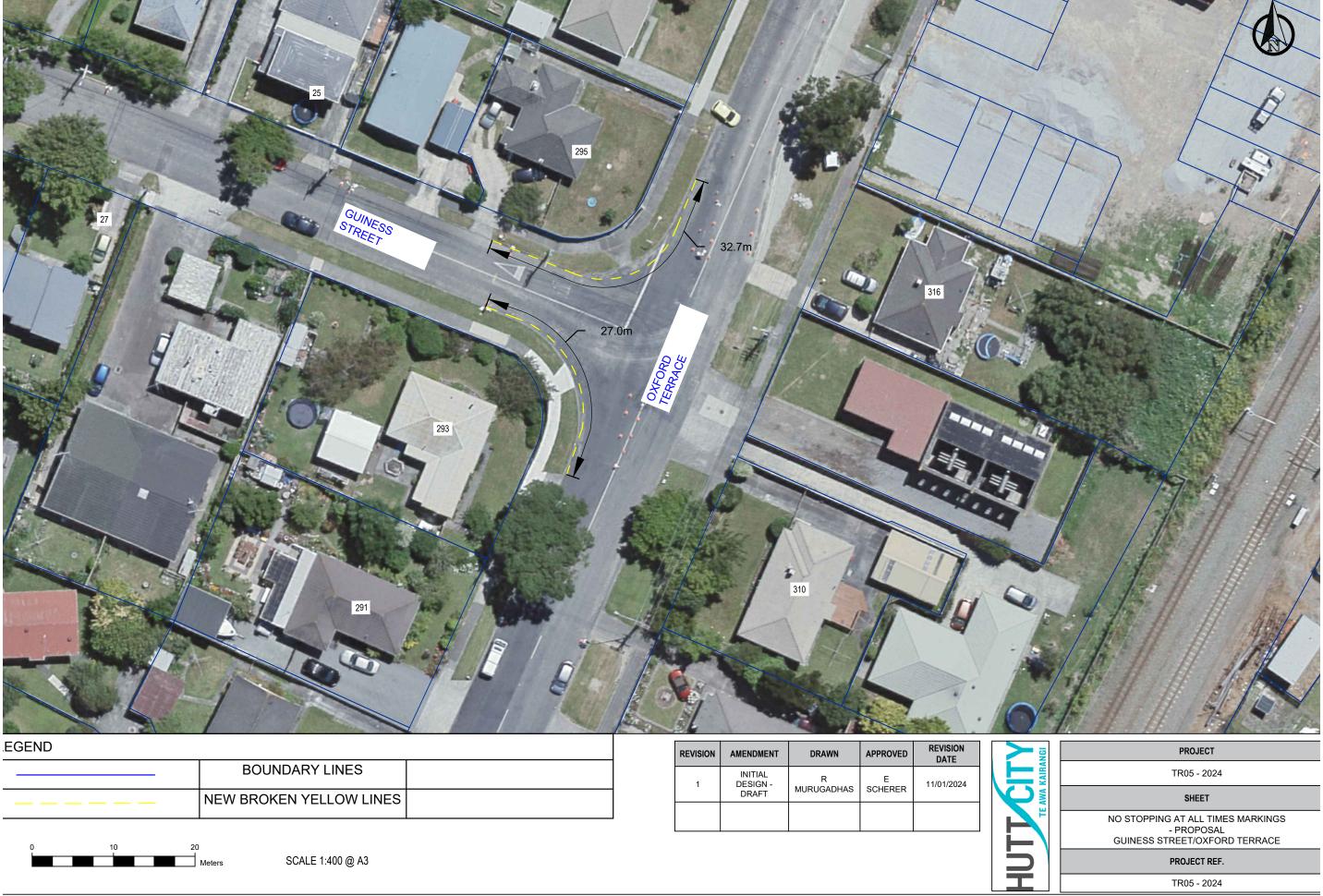
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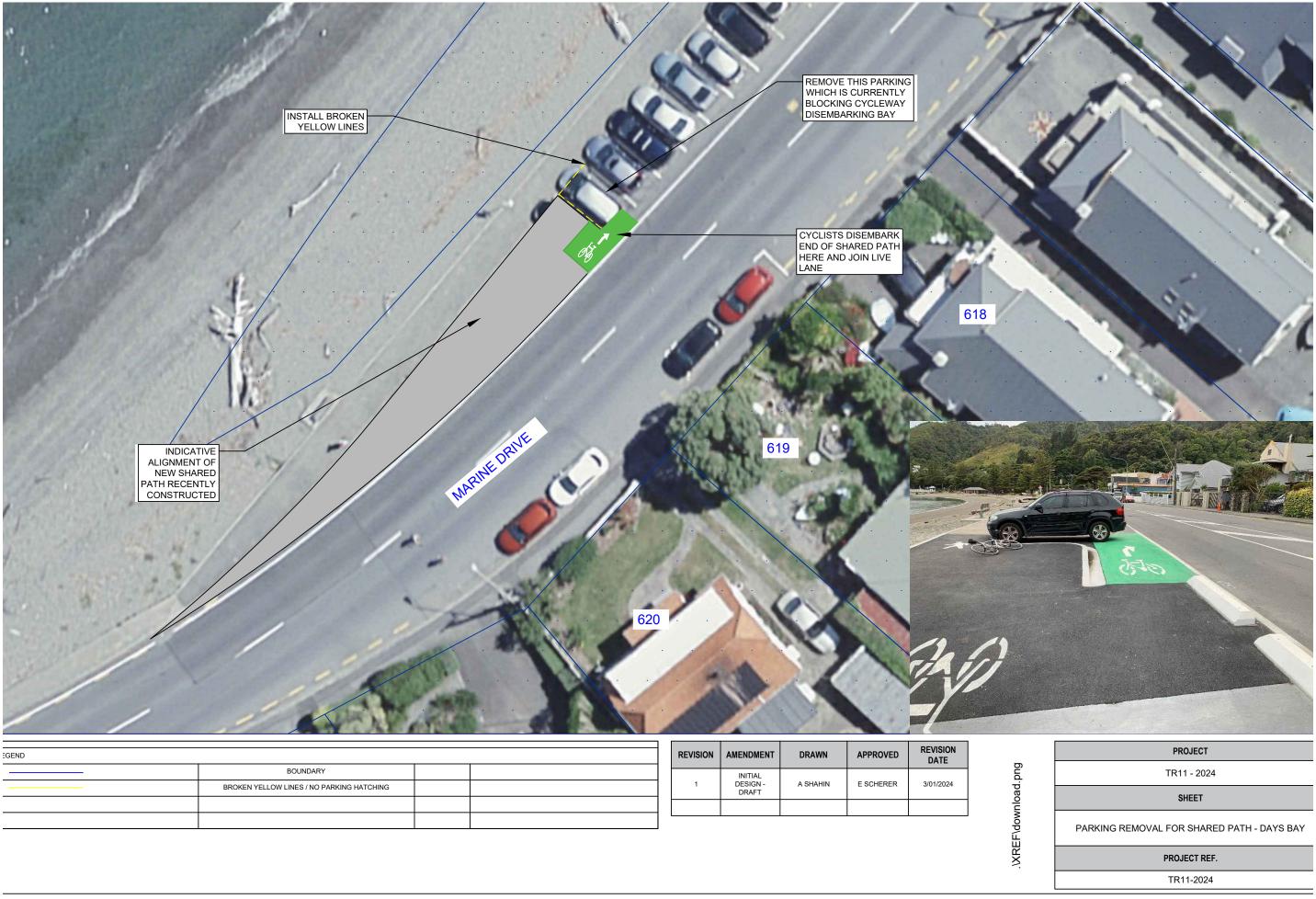


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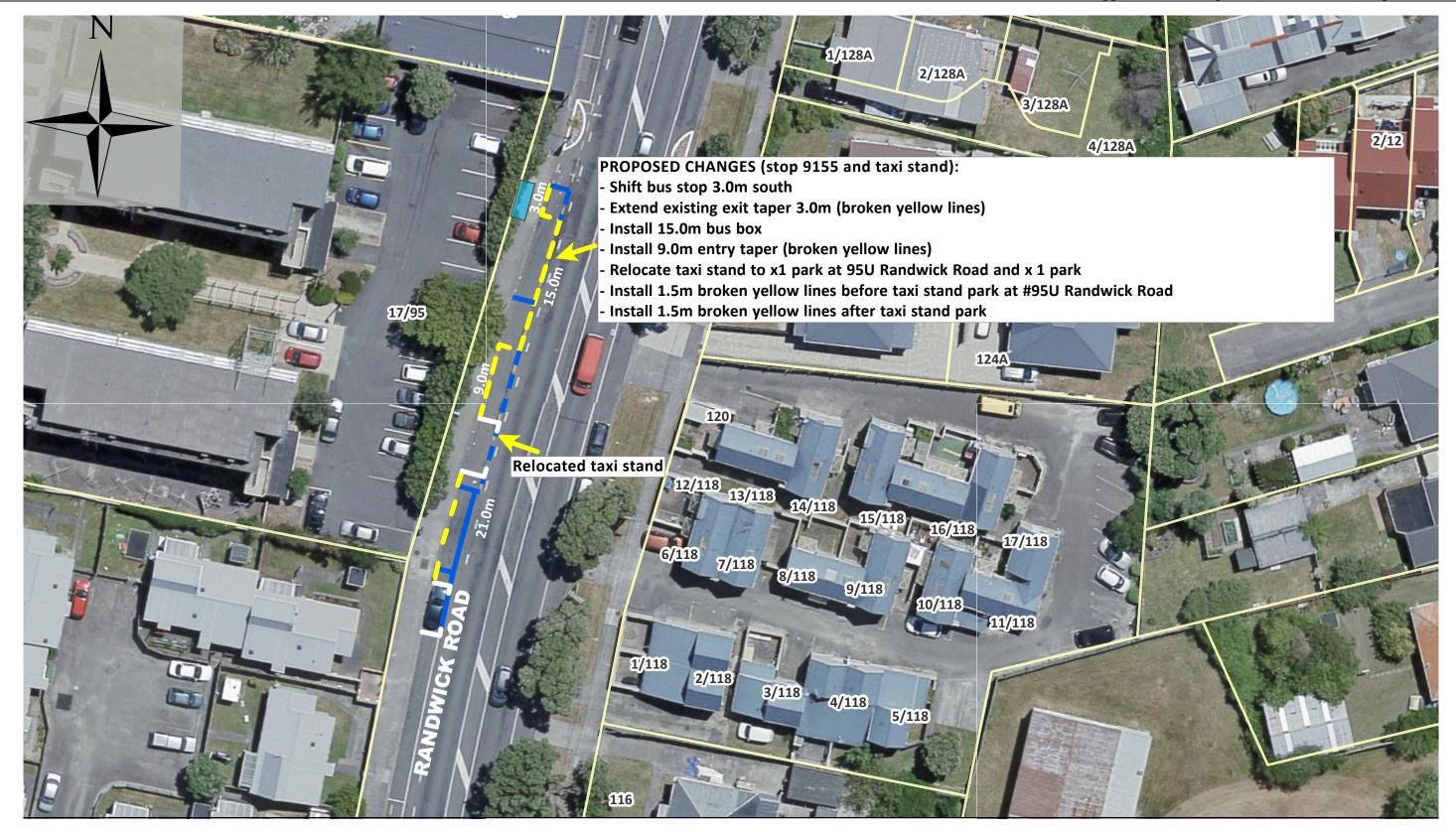


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# RANDWICK ROAD #9155 BUS STOP LAYOUT CHANGES



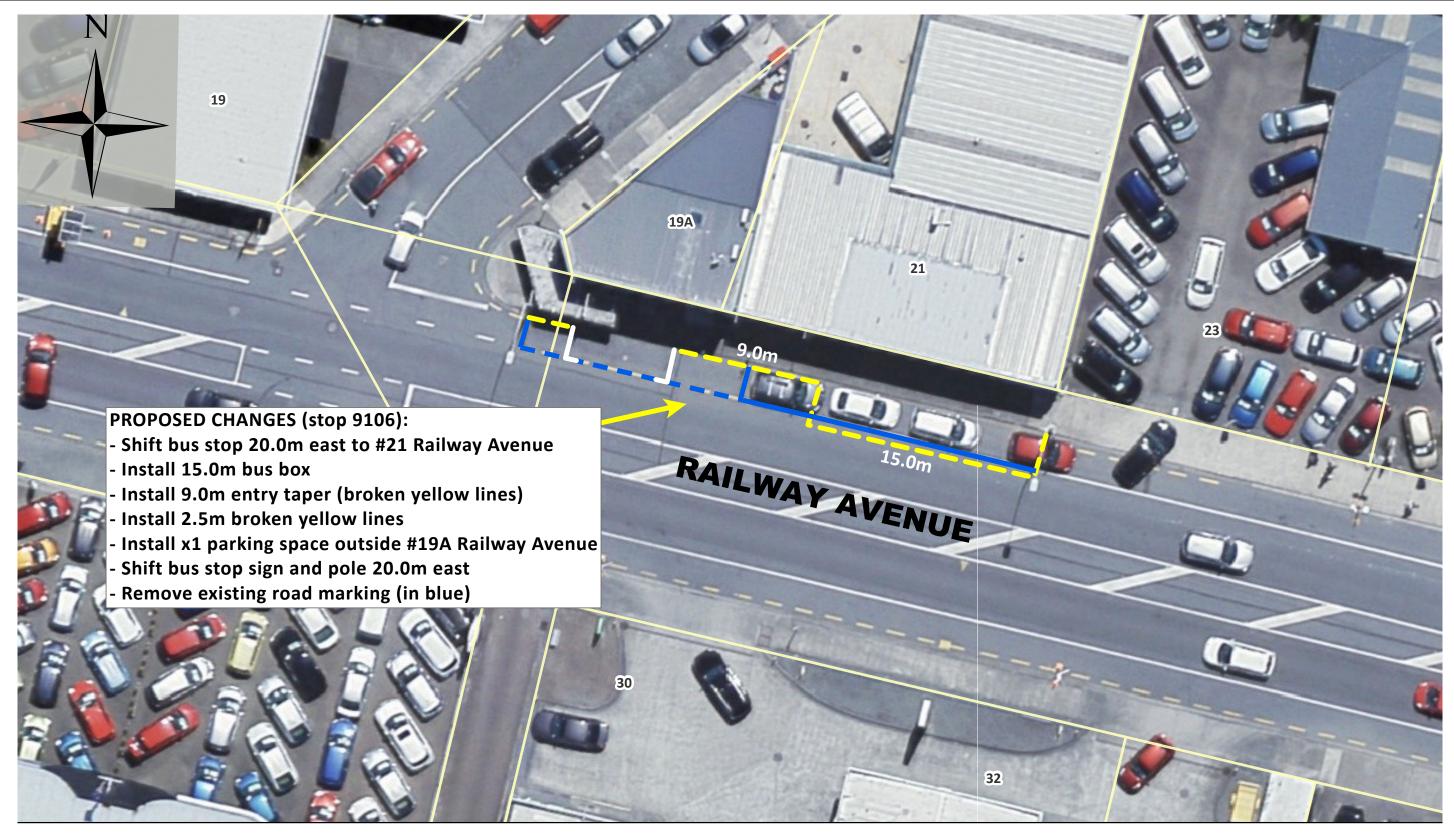
**SCALE: 1:300** 

**DRAWN BY: LIRSEVIC** 

**DATE DRAWN: 10/05/2023** 

Disclaimer: All reasonable efforts are made to ensure the currency and accuracy of the information printer

- - Ad-hoc Bus Stop Improvements



# RAILWAY AVENUE #9106 BUS STOP LAYOUT CHANGES

18.75

12.5



31.25

**SCALE: 1:250** 

**DRAWN BY: LIRSEVIC** 

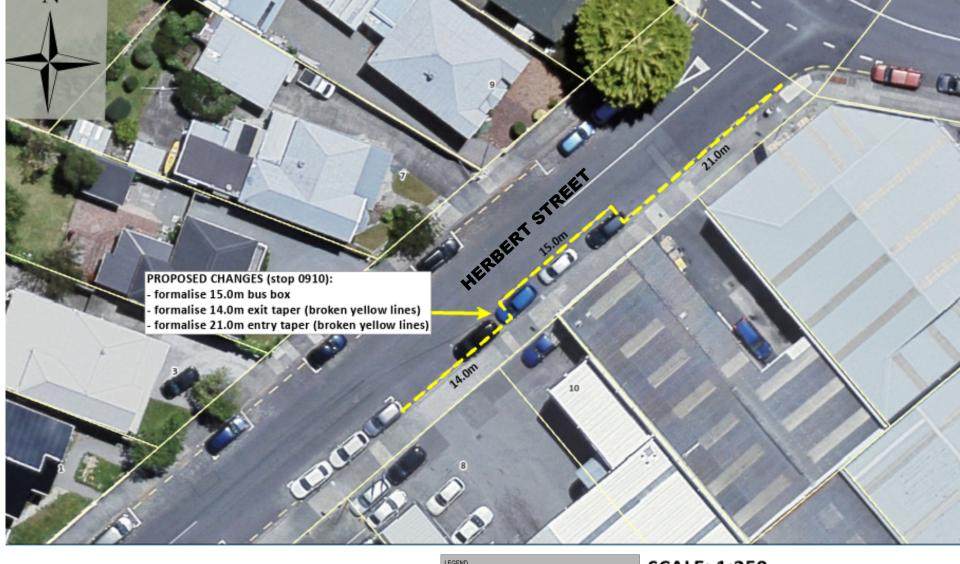
**DATE DRAWN: 10/05/2023** 

Disclaimer: All reasonable efforts are made to ensu

- - Ad-hoc Bus Stop Improvements

6.25

Attachment 3



**HERBERT STREET #0910 BUS STOP LAYOUT CHANGES** 

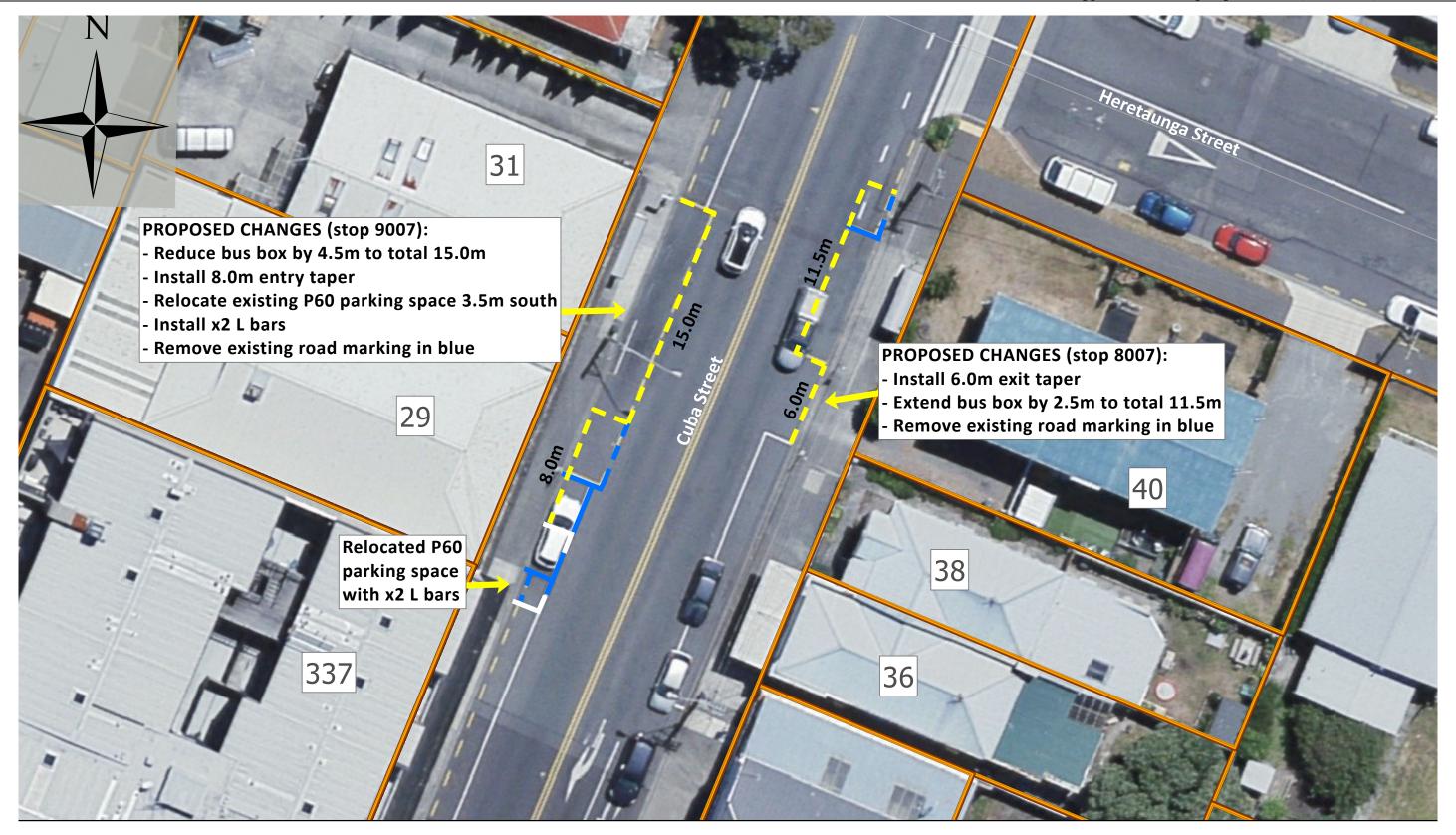


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**DRAWN BY: LIRSEVIC** 

DATE DRAWN: 26/05/2023

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# CUBA STREET - STOPS #8007 AND #9007 PROPOSED BUS STOP LAYOUT CHANGES

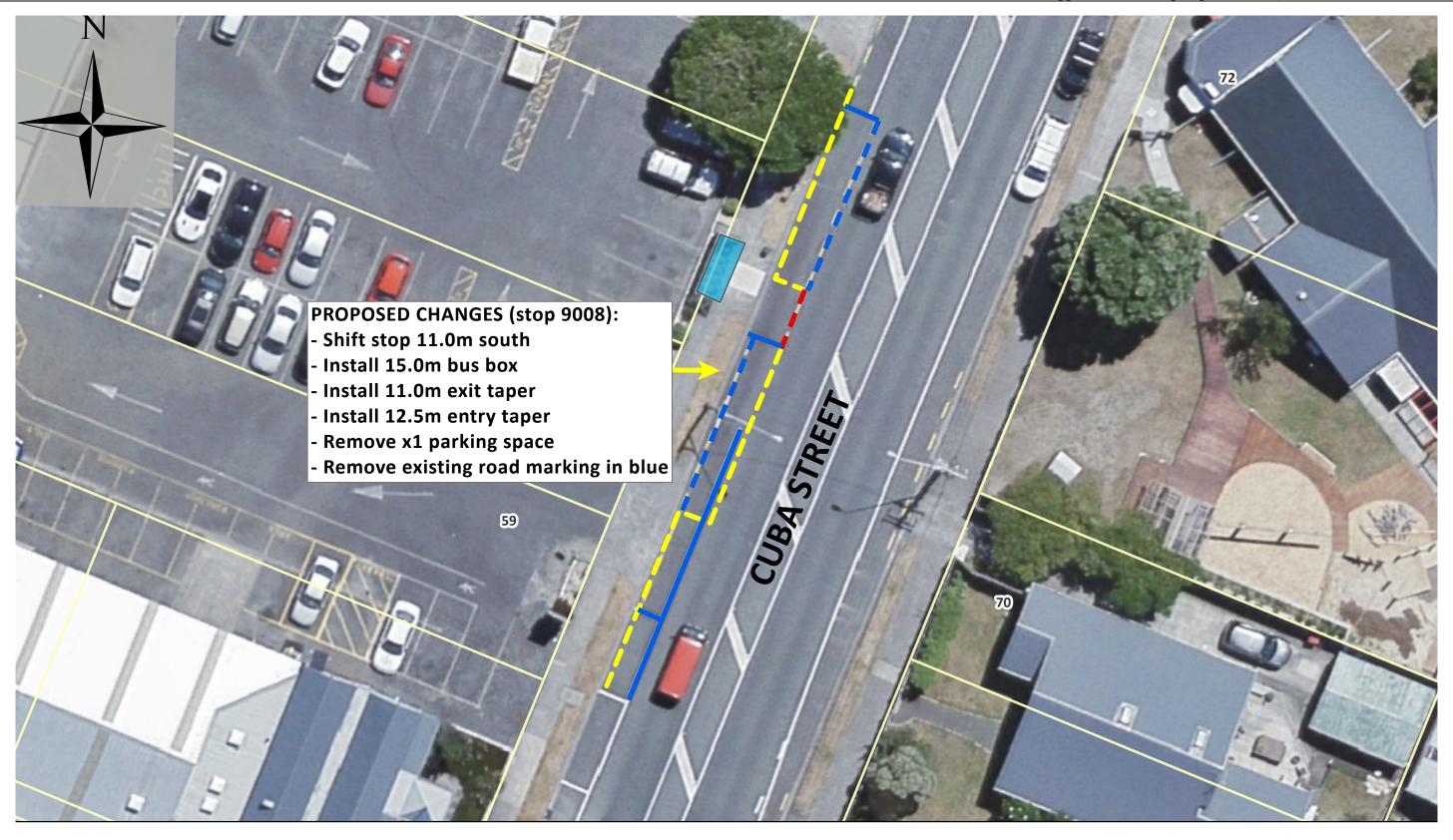


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**DRAWN BY: LIRSEVIC** 

**DATE DRAWN: 18/01/2024** 

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### **CUBA STREET #9008 BUS STOP LAYOUT CHANGES**

18.75

31.25

12.5



50 Meters

**SCALE: 1:250** 

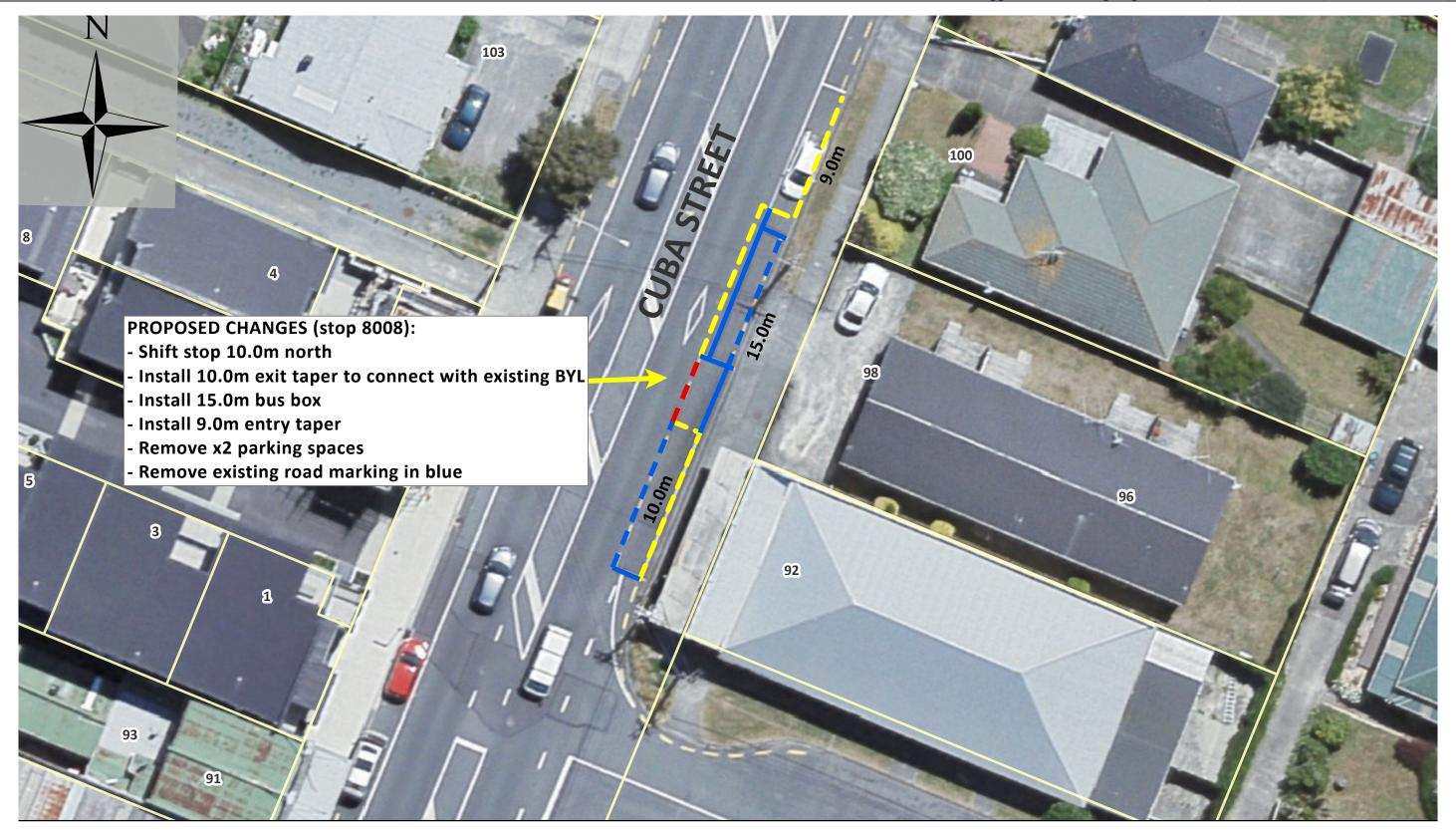
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**DATE DRAWN: 24/04/2023** 

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- - Route 110 Bus Stop Improvements

6.25



## **CUBA STREET #8008 BUS STOP LAYOUT CHANGES**



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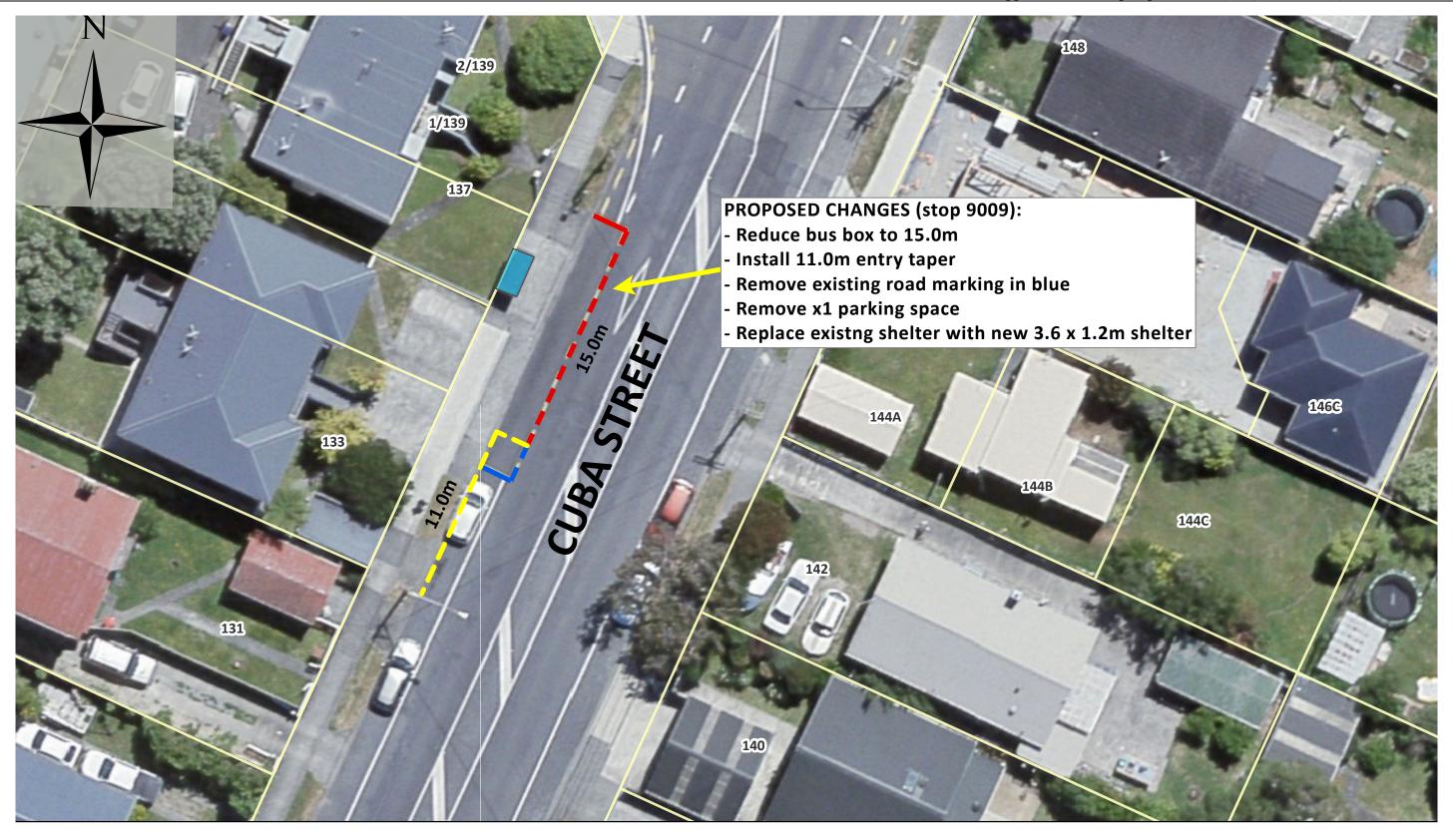
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**DATE DRAWN: 24/04/2023** 

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6.25 12.5 18.75 25 31.25 37.5 43.75 50 Meters

- - Route 110 Bus Stop Improvements



### **CUBA STREET #9009 BUS STOP LAYOUT CHANGES**

18.75

31.25

12.5



43.75

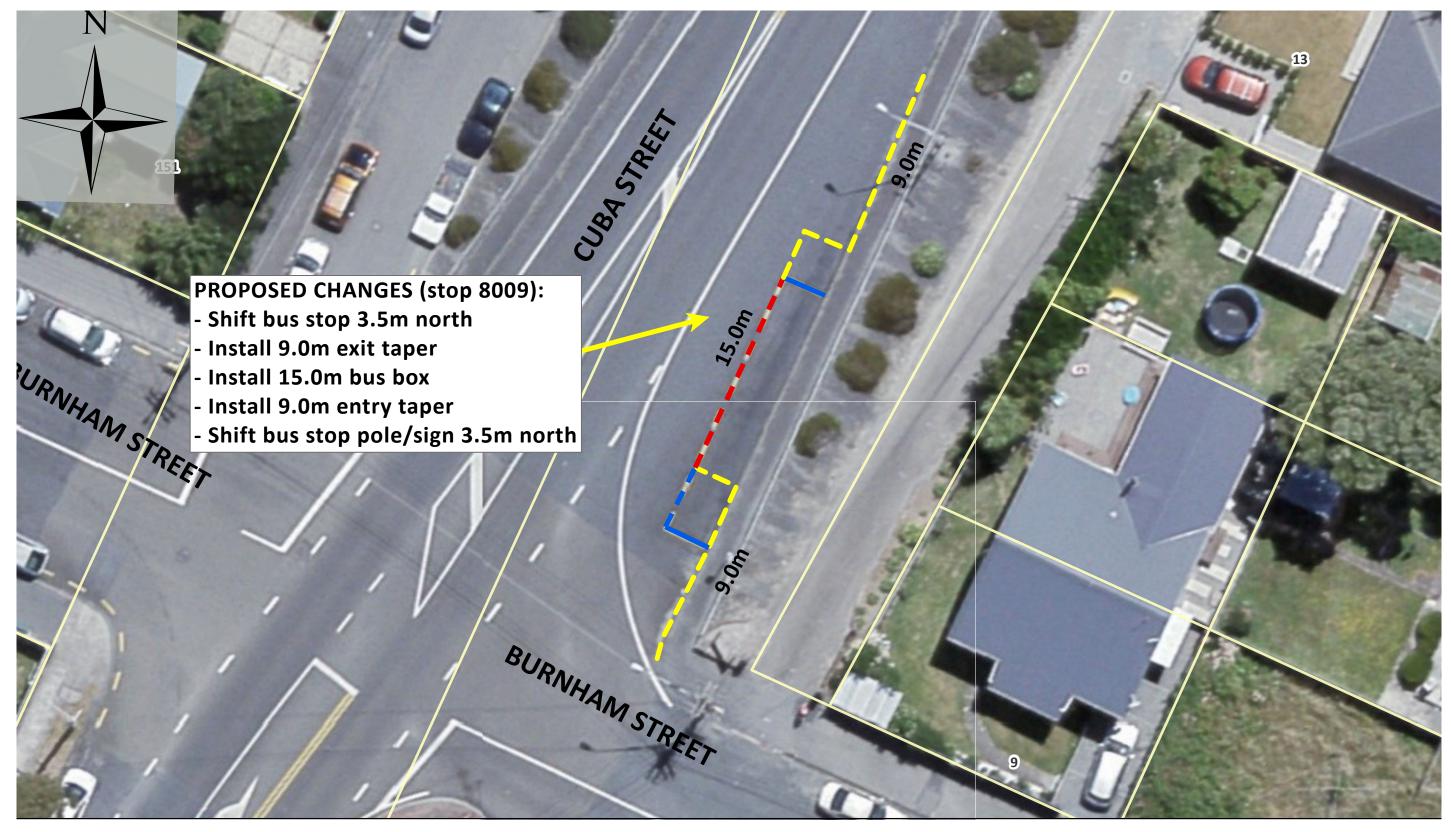
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**DRAWN BY: LIRSEVIC** 

**DATE DRAWN: 24/04/2023** 

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- - Route 110 Bus Stop Improvements



## **CUBA STREET #8009 BUS STOP LAYOUT CHANGES**



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**DATE DRAWN: 24/04/2023** 

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## VICTORIA STREET #8111 BUS STOP LAYOUT CHANGES

22.5

37.5

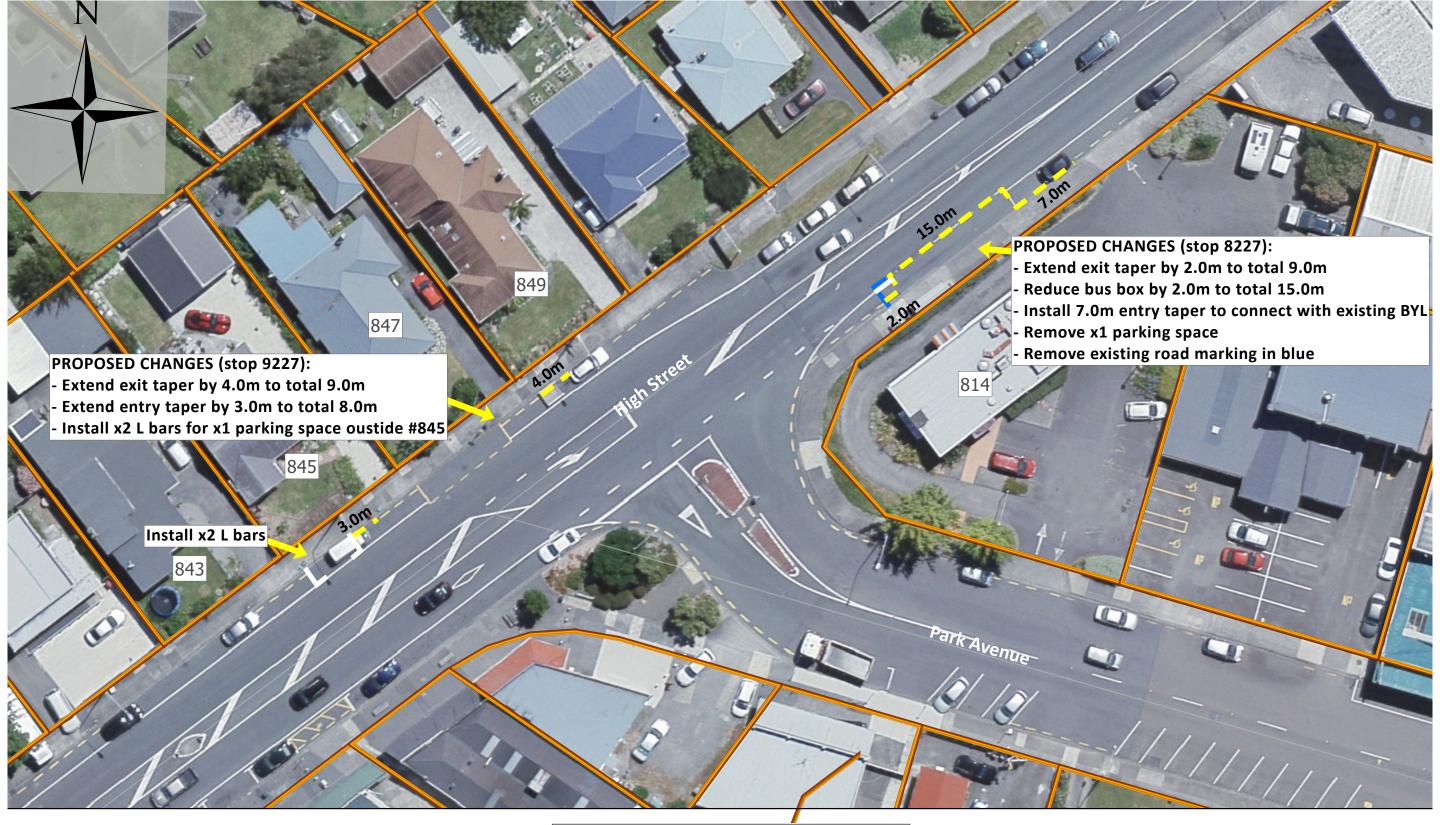


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Disclaimer: All reasonable efforts are made to ensu

- - Route 110 Bus Stop Improvements

7.5



### HIGH STREET - STOPS #9227 AND #8227 PROPOSED BUS STOP LAYOUT CHANGES

EXISTING ROAD MARKING TO BE REMOVED

EXISTING ROAD MARKING TO BE REMAIN

NEW ROAD MARKING

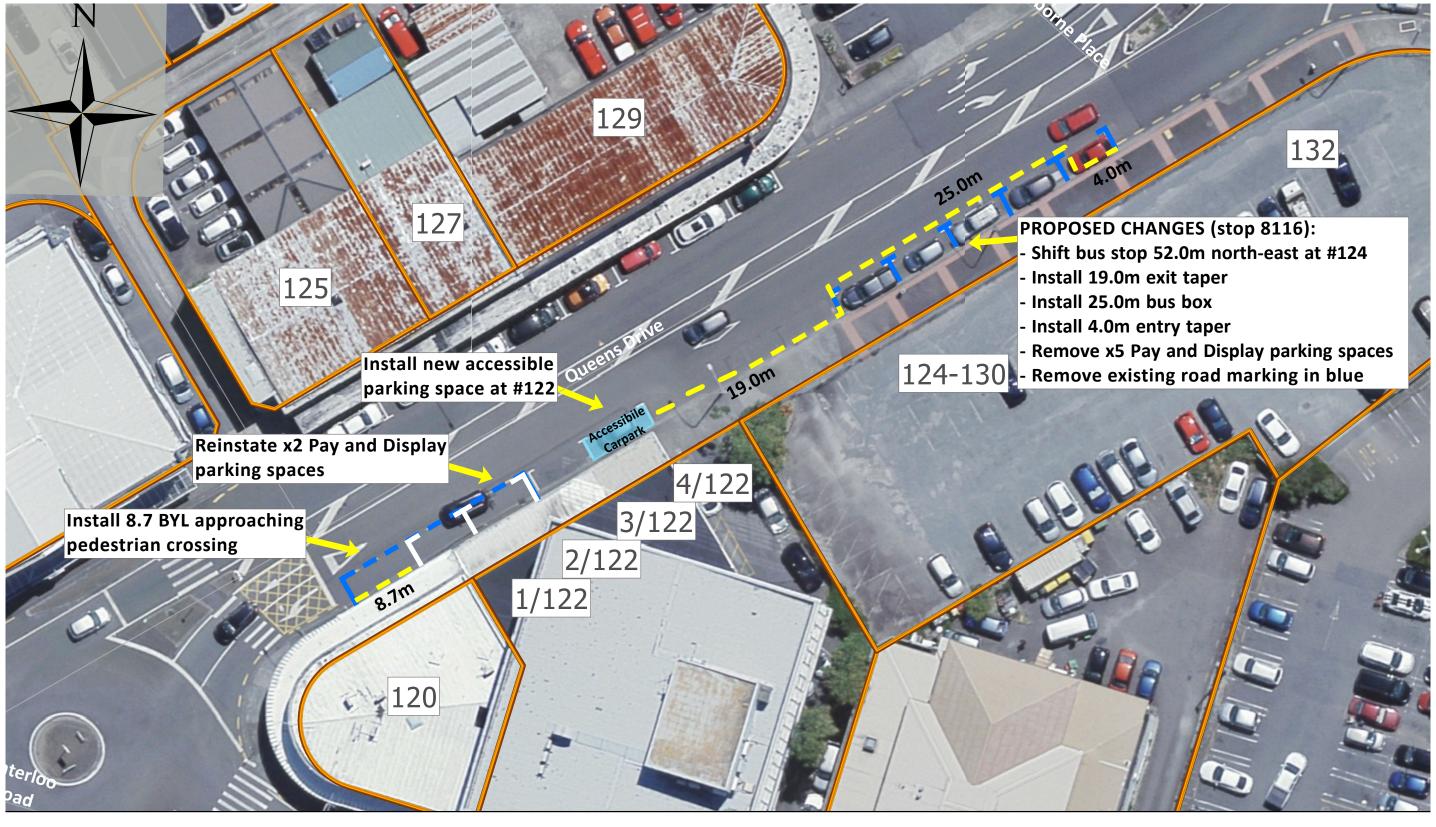
60 Meters

**SCALE: 1:400** 

**DRAWN BY: LIRSEVIC** 

**DATE DRAWN: 18/01/2024** 

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### QUEENS DRIVE - STOP #8116 PROPOSED BUS STOP LAYOUT CHANGES



**SCALE: 1:350** 

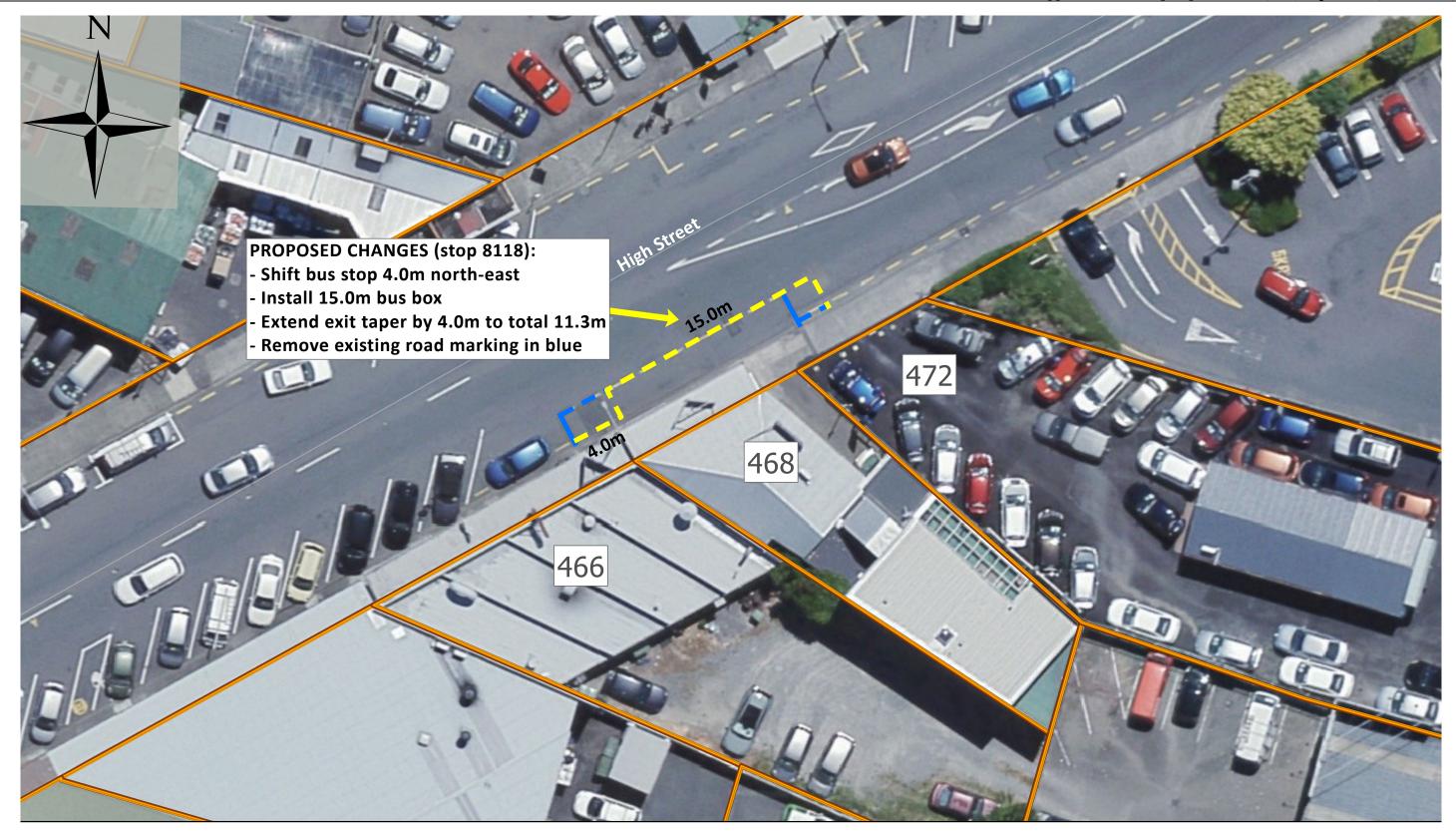
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**DATE DRAWN: 18/01/2024** 

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Page 45

- - Route 110 Bus Stop Improvements



## HIGH STREET - STOP #8118 PROPOSED BUS STOP LAYOUT CHANGES

- - Route 110 Bus Stop Improvements

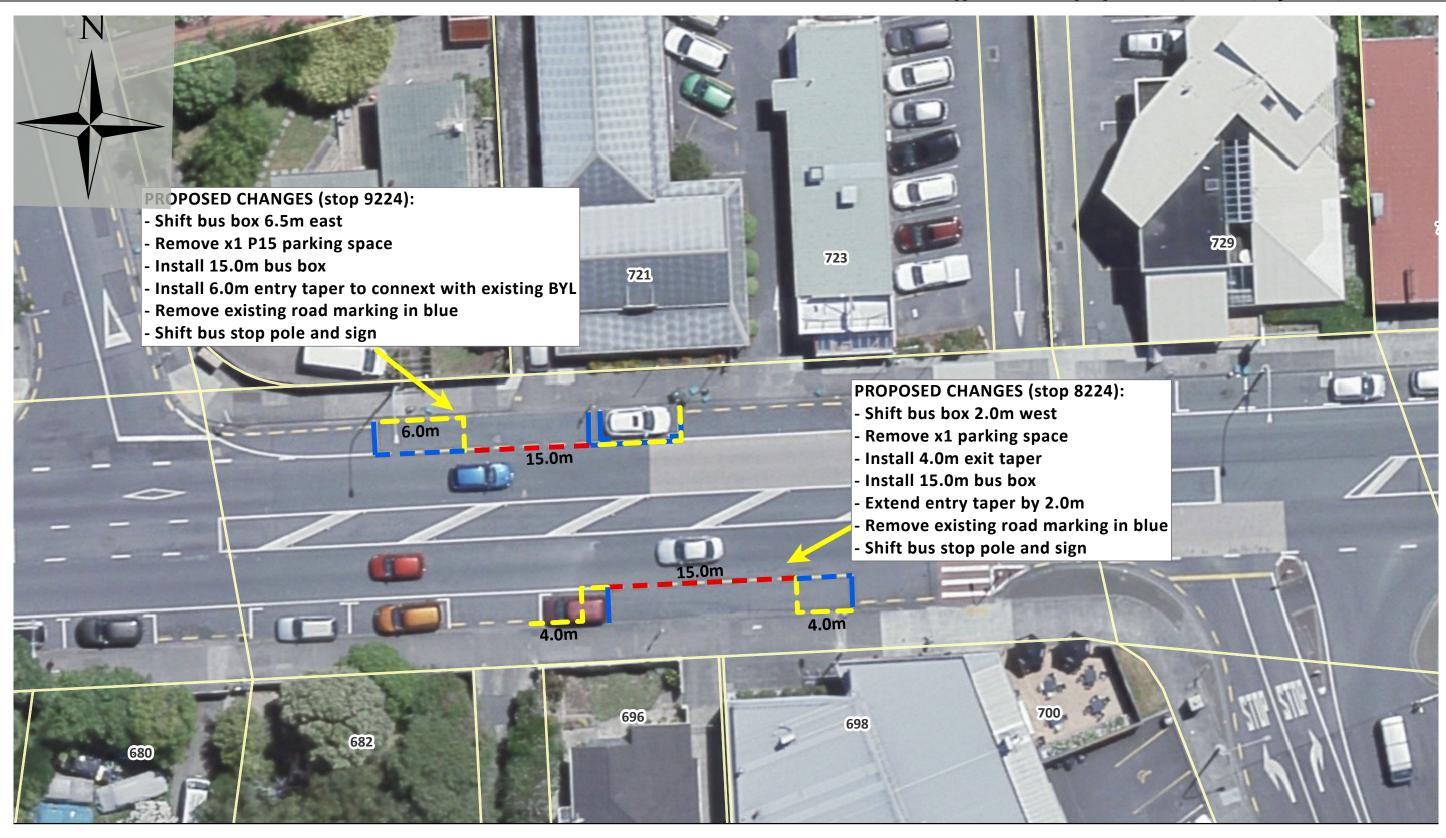


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**DRAWN BY: LIRSEVIC** 

**DATE DRAWN: 18/01/2024** 

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## HIGH STREET #9224 & #8224 BUS STOP LAYOUT CHANGES

22.5

30

37.5



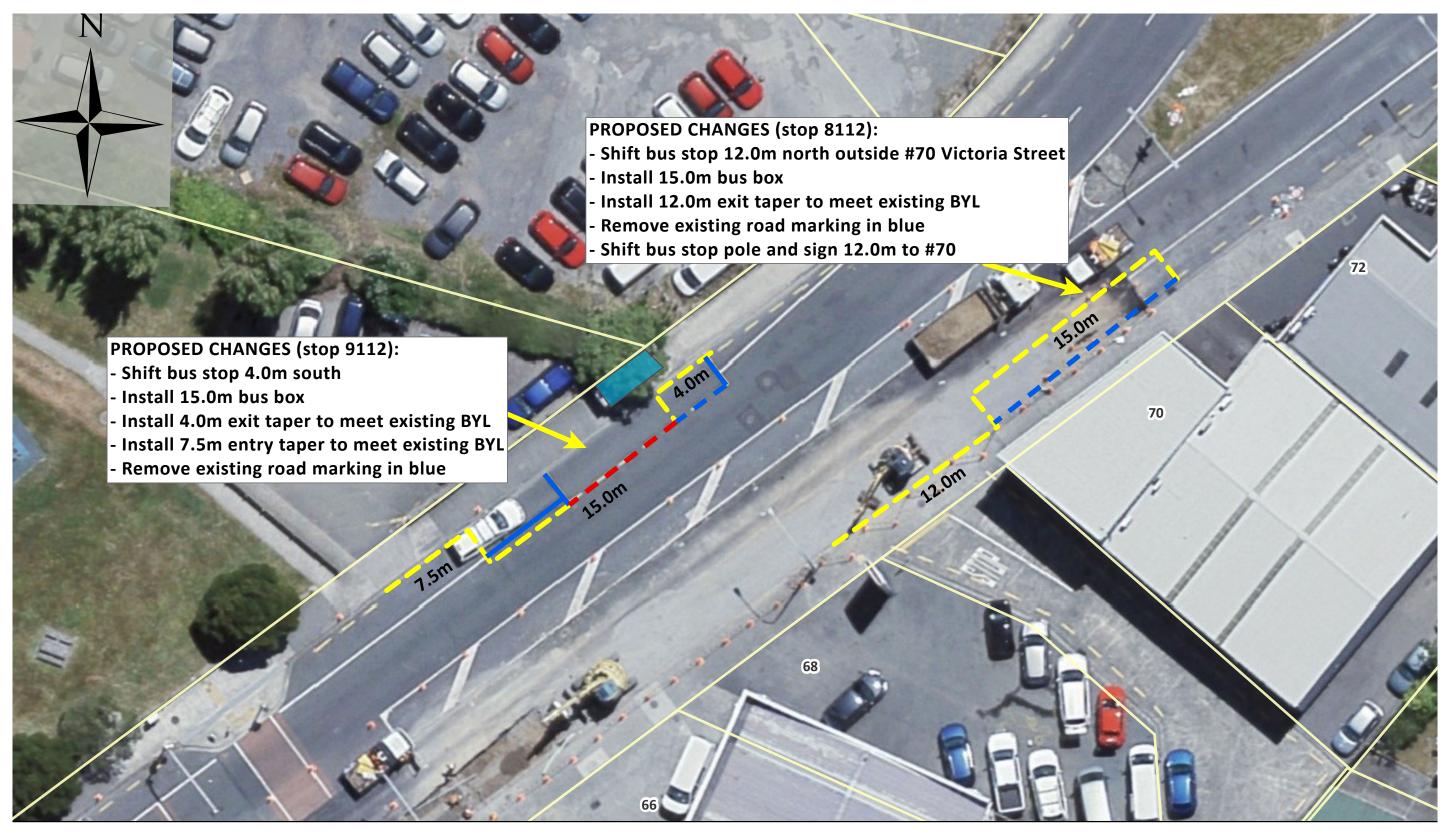
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**DRAWN BY: LIRSEVIC** 

**DATE DRAWN: 26/05/2023** 

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## VICTORIA STREET #9112 BUS STOP LAYOUT CHANGES

18.75

31.25



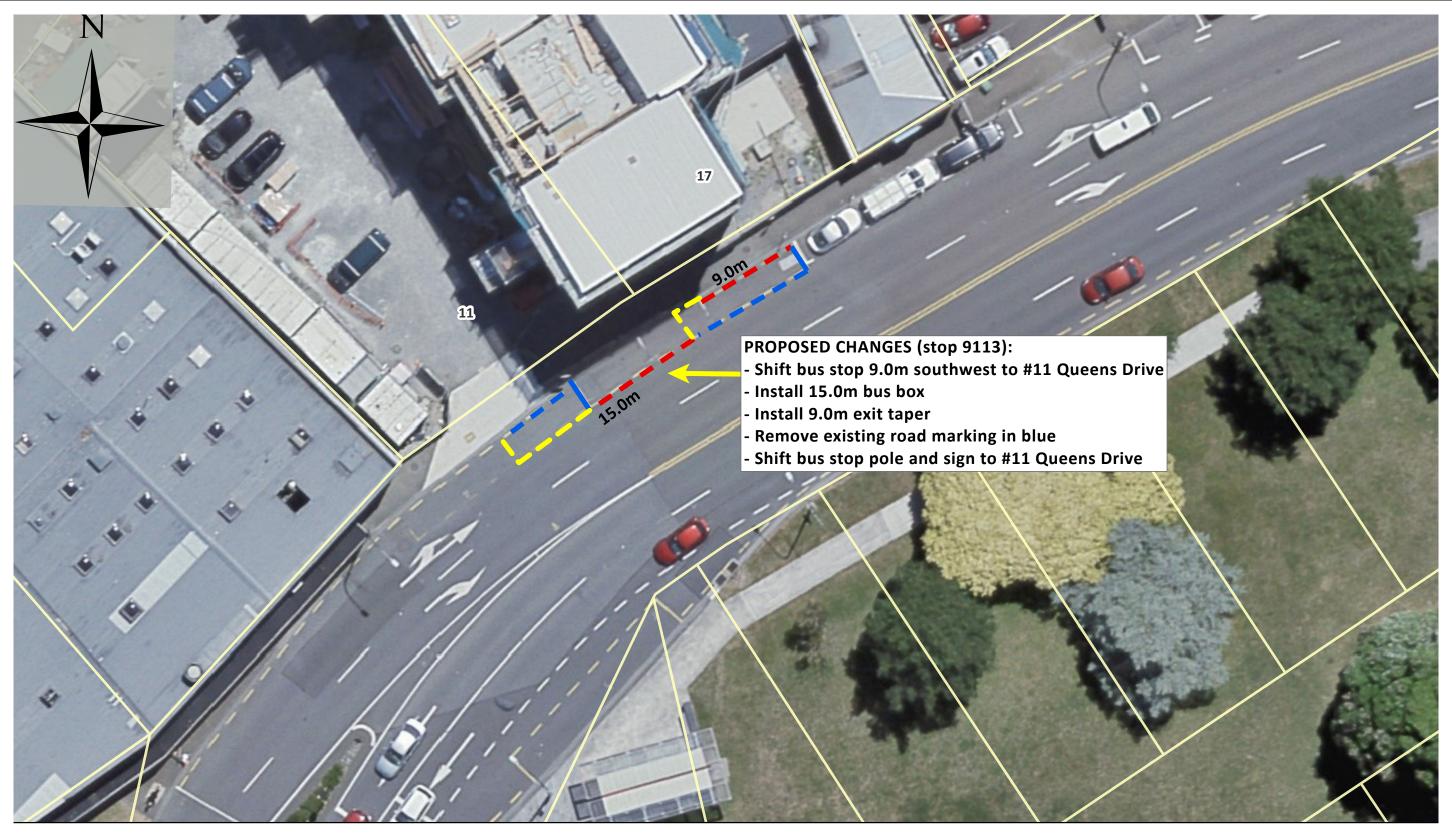
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**DRAWN BY: LIRSEVIC** 

**DATE DRAWN: 24/04/2023** 

Disclaimer: All reasonable efforts are made to ensu

- - Route 110 Bus Stop Improvements



## QUEENS DRIVE #9113 BUS STOP LAYOUT CHANGES

22.5



52.5

60 Meters

37.5

**SCALE: 1:250** 

**DRAWN BY: LIRSEVIC** 

**DATE DRAWN: 02/05/2023** 

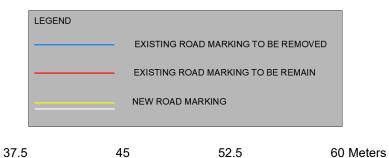
Disclaimer: All reasonable efforts are made to ensu

- - Route 110 Bus Stop Improvements



## QUEENS DRIVE #9114 BUS STOP LAYOUT CHANGES

22.5



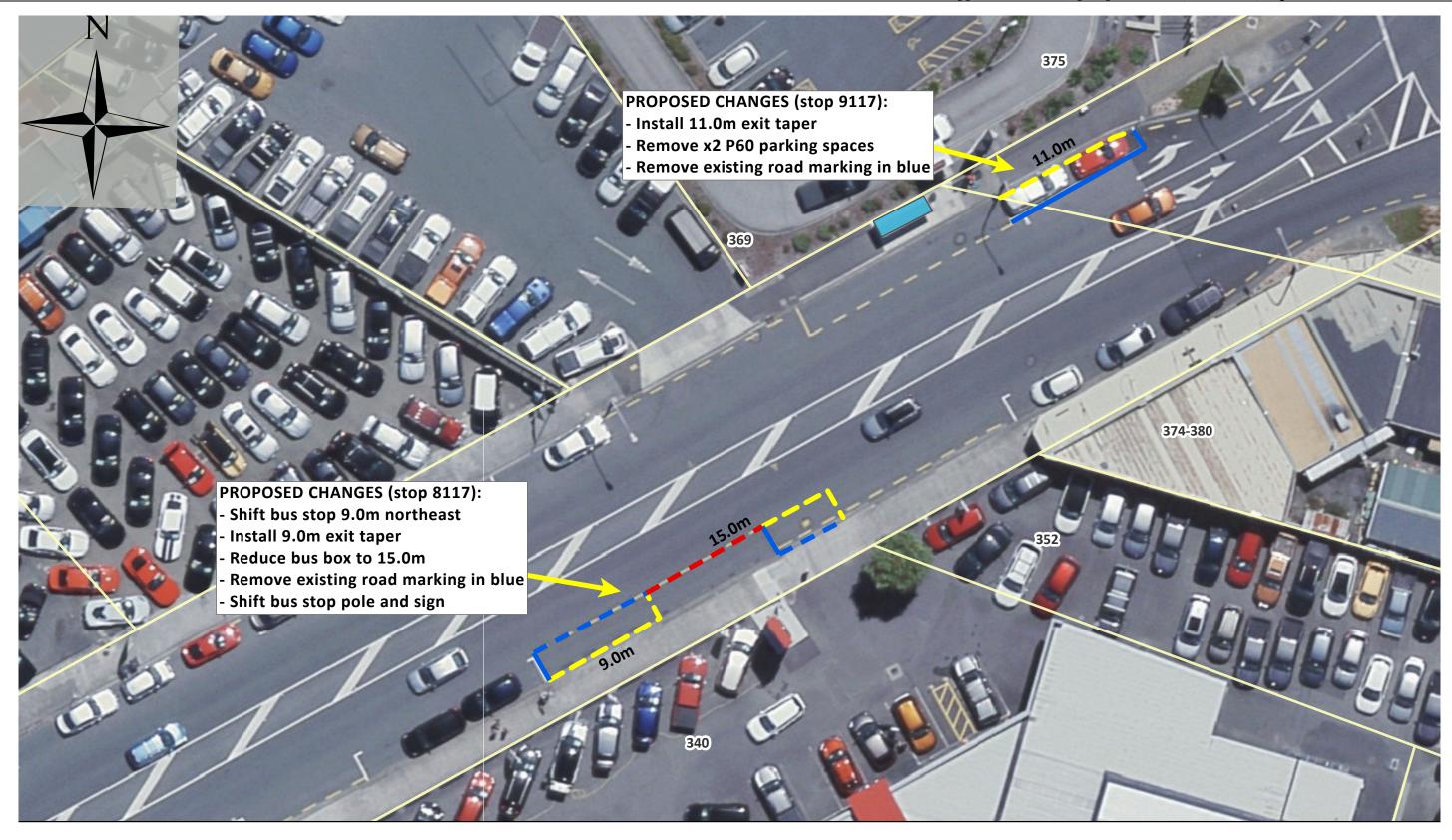
**SCALE: 1:250** 

**DRAWN BY: LIRSEVIC** 

**DATE DRAWN: 14/06/2023** 

Disclaimer: All reasonable efforts are made to ensu

7.5- Route 110 Bus Stop Improvements



## HIGH STREET #8117 & #9117 BUS STOP LAYOUT CHANGES



37.5

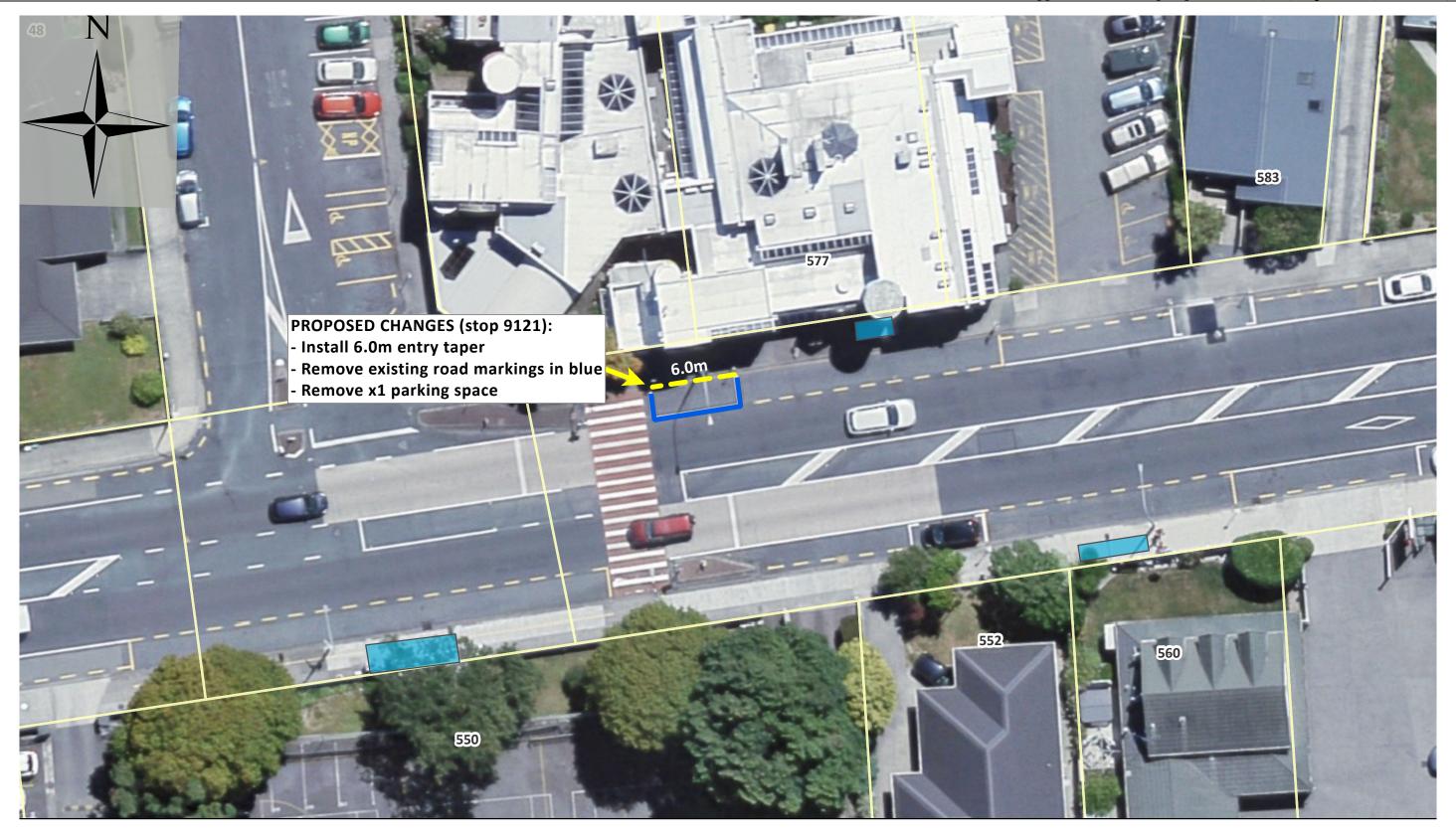
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**DRAWN BY: LIRSEVIC** 

**DATE DRAWN: 03/05/2023** 

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- - Route 110 Bus Stop Improvements



## HIGH STREET #9121 BUS STOP LAYOUT CHANGES



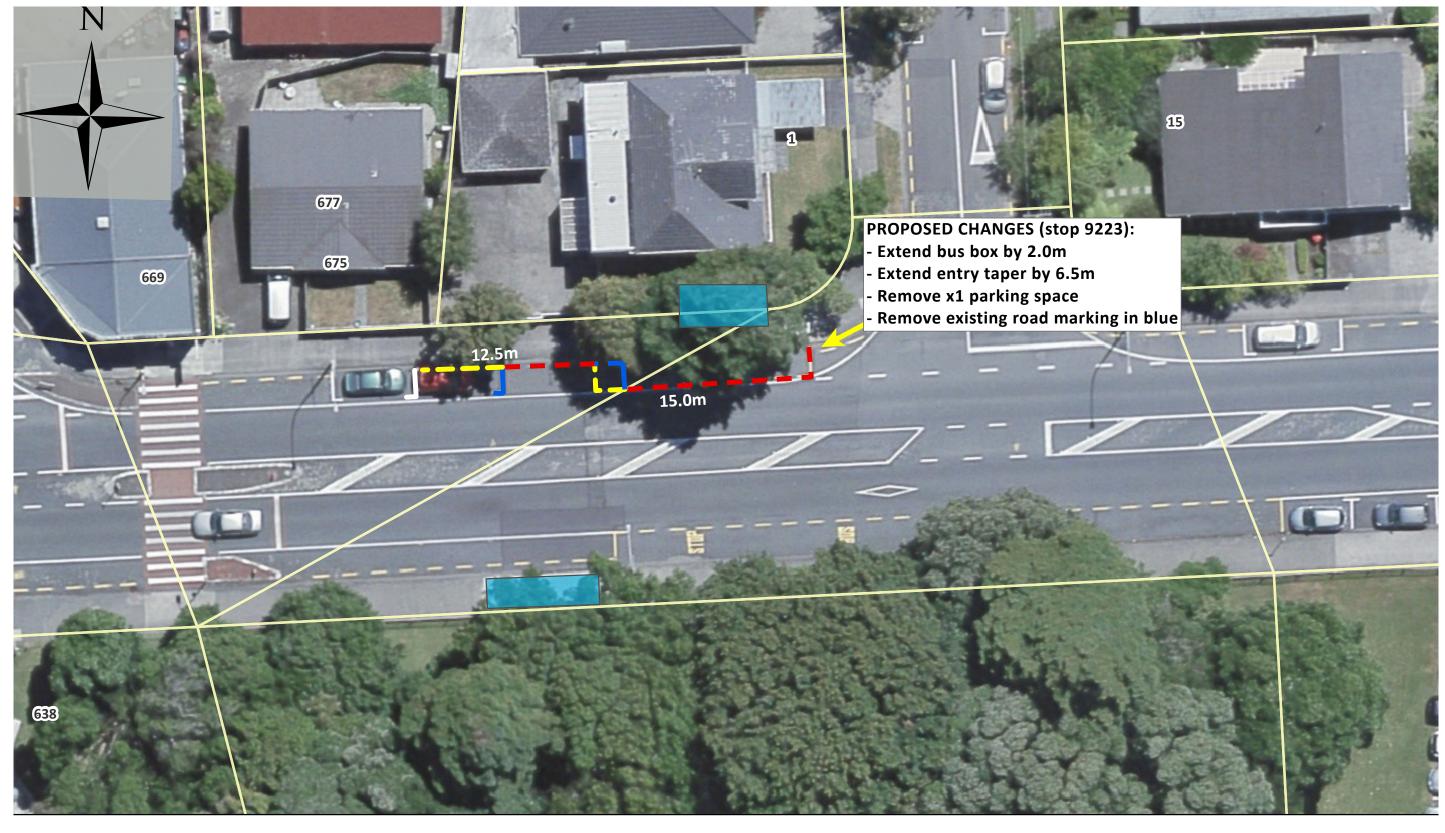
37.5

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**DATE DRAWN: 03/05/2023** 

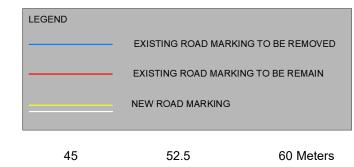
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## HIGH STREET #9223 BUS STOP LAYOUT CHANGES

22.5

37.5



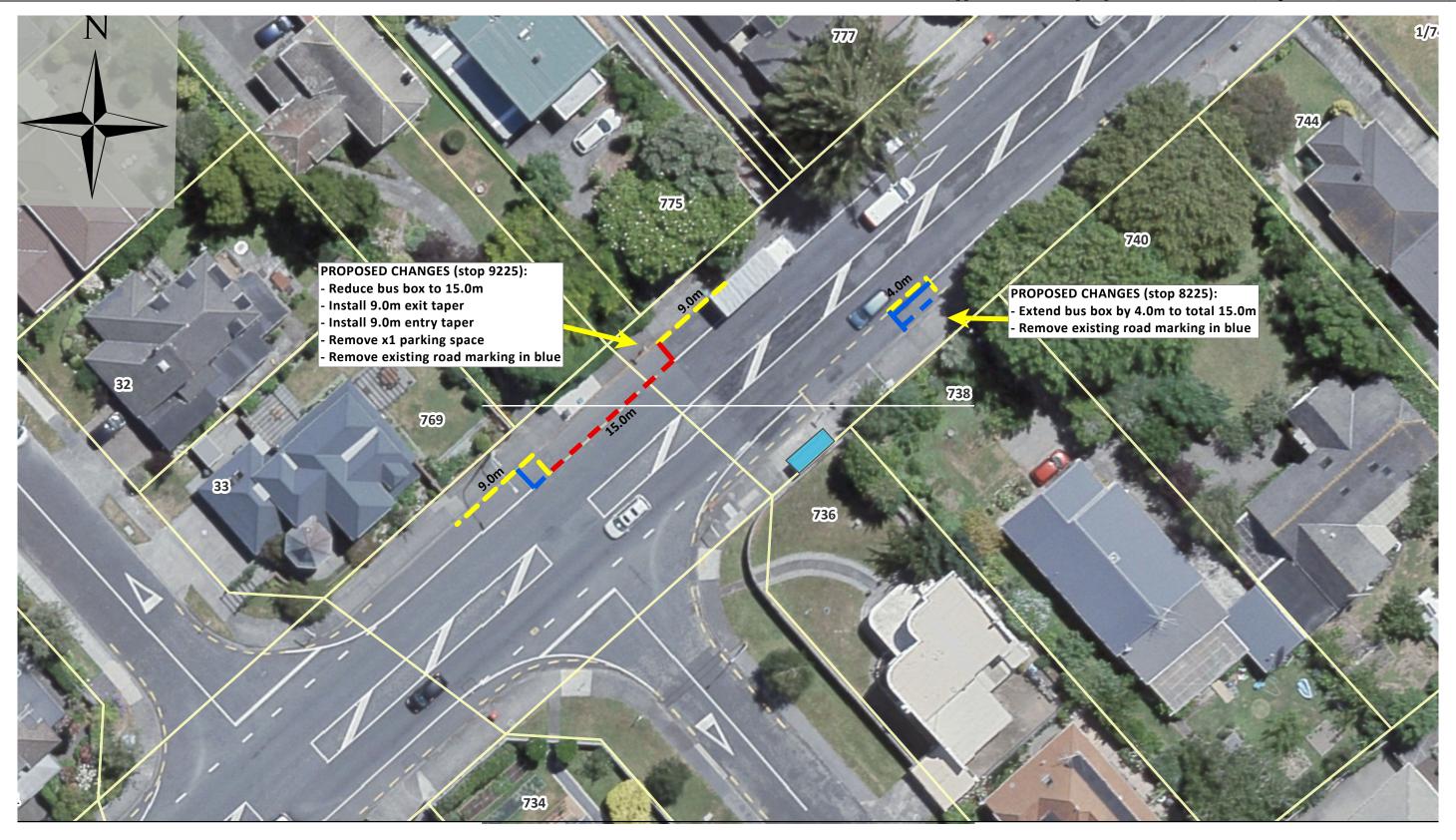
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**DRAWN BY: LIRSEVIC** 

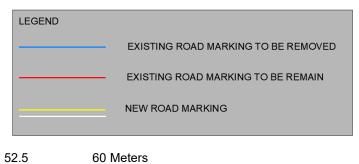
**DATE DRAWN: 14/06/2023** 

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7.5



## HIGH STREET #9225 & #8225 BUS STOP LAYOUT CHANGES

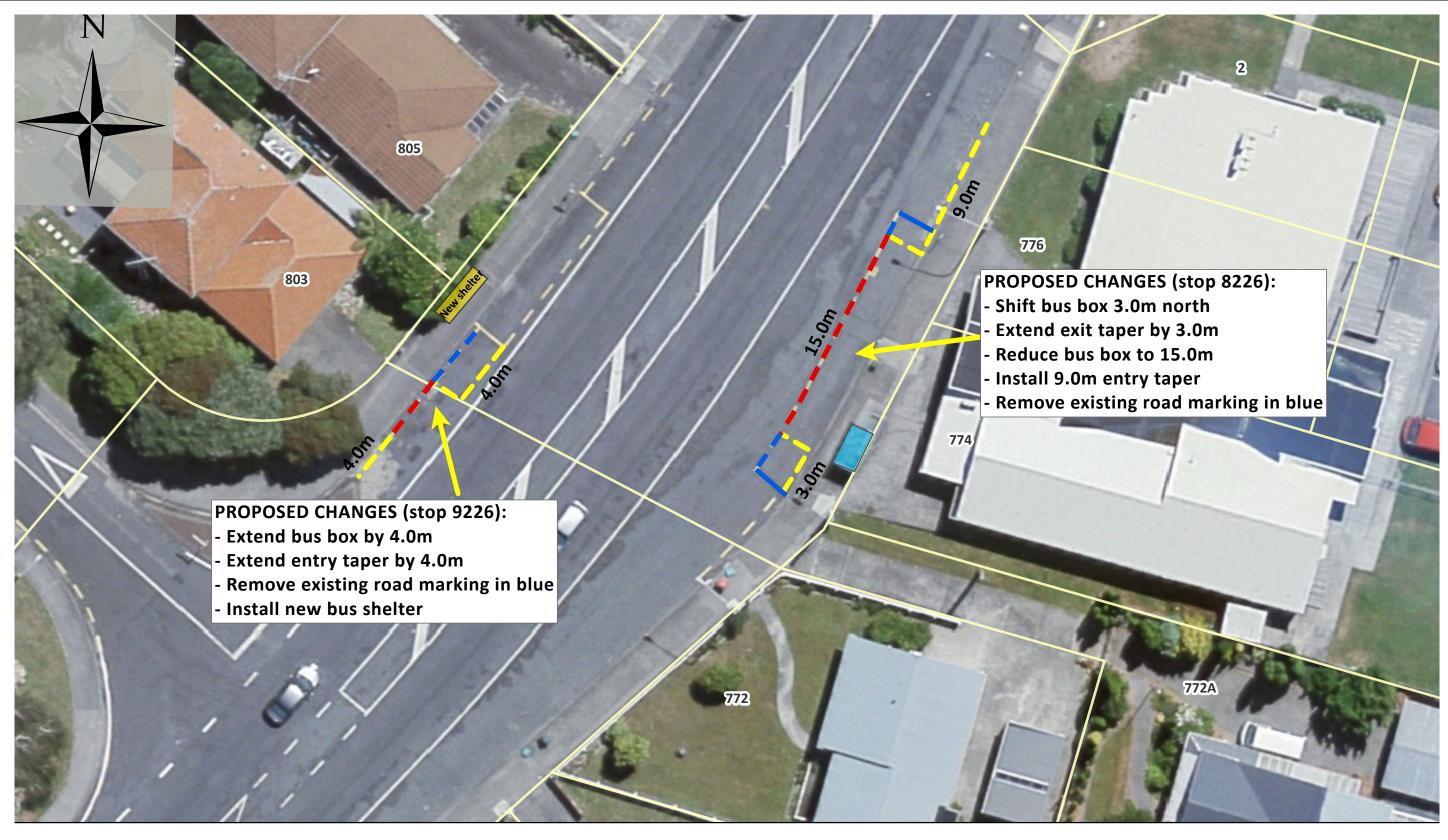


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**DRAWN BY: LIRSEVIC** 

**DATE DRAWN: 08/05/2023** 

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## HIGH STREET #9226 & #8226 BUS STOP LAYOUT CHANGES

18.75

31.25



**SCALE: 1:250** 

**DRAWN BY: LIRSEVIC** 

**DATE DRAWN: 15/06/2023** 

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12.5

6.25

#### **HUTT CITY COUNCIL**

#### KOMITI ITI AHUMONI I TŪRARU | AUDIT AND RISK SUBCOMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on

#### Tuesday 27 February 2024 commencing at 2:00 pm

**PRESENT:** S Tindal (Independent Mayor C Barry (Deputy Chair)

Chair) (from 2.04pm) Cr T Stallinger Cr J Briggs

Cr K Morgan

**APOLOGIES:** Cr G Barratt

**IN ATTENDANCE:** J Miller, Chief Executive

A Blackshaw, Director Neighbourhoods and Communities

A Geddes, Director Environment and Sustainability J Kingsbury, Director Economy and Development

L Allott, Chief Digital Officer (part meeting)

N Reddy, Acting Group Chief Financial Officer (part meeting) M Connew-Simmons, Programme Manager (part meeting) D Newth, Financial Accounting Manager (part meeting)

B Hodgins, Strategic Advisor (part meeting)

A Quinn, Project Manager - Naenae (via audio-visual link)

(part meeting)

V Gilmour, Democracy Advisor

#### **PUBLIC BUSINESS**

#### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru

Cease the winds from the west

Whakataka te hau ki te tonga

Cease the winds from the south

Cease the winds from the south

Let the breeze blow over the land

Let the breeze blow over the ocean

E hī ake ana te atakura

Let the red-tipped dawn come with a

He tio, he huka, he hau hū sharpened air.

Tīhei mauri ora A touch of frost, a promise of a glorious

day.

#### 2. APOLOGIES

RESOLVED: (S Tindal/Cr Morgan)

Minute No. ARSC 24101

"That the apology received from Cr G Barratt be accepted and leave of absence granted."

#### 3. PUBLIC COMMENT

There was no public comment.

#### 4. CONFLICT OF INTEREST DECLARATIONS

The Chair recorded that she had been reappointed as Director and Deputy Chair of the New Zealand Infrastructure Commission until 30 September 2025, following approval by the Minister of Infrastructure.

Cr Briggs declared a conflict with item 7, Sensitive Expenditure Disclosures. He took no part in discussion or voting on the matter.

Mayor Barry joined the meeting at 2.04pm.

### 5. RECOMMENDATION TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 27 March 2024

**Draft Procurement Strategy** 

The Acting Group Chief Financial Officer elaborated on the report.

RECOMMENDED: (S Tindal/Cr Stallinger)

Minute No. ARSC 24102

"That Subcommittee recommends that Council:

- (1) notes and receives the draft Group Procurement Strategy;
- (2) notes this is a newly created Group Procurement Strategy; and
- (3) approves the Group Procurement Strategy, attached as Appendix 1 to the report."

#### 6. <u>3 WATERS MATTERS</u>

Report No. ARSC2024/1/27 by the Strategic Advisor

The Strategic Advisor elaborated on the report. He pointed out an error in paragraph 11 of the report and clarified that the correct figure was \$1.6B. He explained that Council would consider a report on water reform on 6 March 2024. He highlighted that the report would outline how regional councils would collaborate on a joint water services delivery plan.

In response to a question from a member, the Chief Executive advised that the Wellington Water Committee had agreed that councils should begin exploring a new model and a pathway to reach it. She explained the region's Chief Executives met every four to six weeks and were responsible for developing a process for moving forward. She also explained that a process had been identified and that it would be presented to each council outlining what the pathway might look like.

#### RESOLVED: (S Tindal/Cr Briggs)

Minute No. ARSC 24103

"That the Subcommittee:

- (1) notes the Government's intentions regarding the future delivery of water services and the regional response currently being discussed and planned; and
- (2) notes that proposed increased funding within the 2024-2034 Draft Long Term Plan will likely be insufficient to manage risks around increasing three waters asset failures resulting in non-compliance with resource consents and will do little to avert leaks contributing to summer water shortages."

#### 7. SENSITIVE EXPENDITURE DISCLOSURES

Report No. ARSC2024/1/18 by the Financial Accounting Manager

Cr Briggs declared a conflict of interest and took no part in discussion or voting on the matter.

The Financial Accounting Manager elaborated on the report.

#### RESOLVED: (S Tindal/Cr Stallinger)

Minute No. ARSC 24104

"That the Subcommittee:

- (1) receives and notes the information; and
- (2) notes the Sensitive Expenditure disclosure information attached as Appendix 1 to the report: Summary of Sensitive Expenditure 1 October 2023 to 31 December 2023."

#### 8. INFORMATION ITEMS

#### a) Whakatupu Ngaengae - progress update

Memorandum dated 8 February 2024 by the Project Manager (Naenae)

The Project Manager - Naenae elaborated on the report.

In response to a question from a member, the Project Manager – Naenae stated that the adverse weather conditions were the biggest risk to ensuring the timely delivery of the project.

#### RESOLVED: (S Tindal/Cr Stallinger)

Minute No. ARSC 24105

"That the Subcommittee:

- (1) receives and notes the information; and
- (2) notes the following progress that has been made on the Whakatupu Ngaengae project:
  - (a) construction of the new Naenae Pool and Fitness Centre is progressing well and remains on track to be complete at the end of July 2024. Confidence is still high that the project can be completed within budget;
  - (b) the conversion of the old Naenae Post Office to a community centre is progressing well, and completion is envisaged in early April 2024; and
  - (c) following receipt of tenders for the development of Walter Mildenhall Park, Local Landscape Architects Collective has been appointed as our design partner."

#### b) Audit and Risk Subcommittee Forward Programme 2024

Memorandum dated 9 February 2024 by the Democracy Advisor

In response to a question from a member, the Chief Executive stated that the Subcommittee meeting in November 2024 would consider a post-implementation review report on the Whakatapu Ngaengae project.

#### RESOLVED: (S Tindal/Cr Briggs)

Minute No. ARSC 24106

"That the Subcommittee receives and notes the Forward Programme for 2024 attached as Appendix 1 to the memorandum."

#### 9. **QUESTIONS**

There were no questions. **10. EXCLUSION OF THE PUBLIC** 

RESOLVED: (S Tindal/Cr Morgan)

Minute No. ARSC 24107

"That the public be excluded from the following parts of the proceedings of this meeting, namely:

#### 11. HR and payroll system

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A)	(B)	(C)
General subject of the matter to be considered.	Reason for passing this resolution in relation to each matter.	Ground under section 48(1) for the passing of this resolution.
HR and payroll system.	The withholding of the information is necessary to maintain legal professional privilege (\$7(2)(g)). The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (\$7(2)(h)).	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

The Chair declared the public part of the meeting closed at 2.27pm and the non-public part of the meeting closed at 2.38pm

S Tindal **CHAIR** 

CONFIRMED as a true and correct record Dated this 27th day of March 2024



## Group Procurement Strategy (draft)

Business Unit Finance

Date created November 2023

Publication date March 2024

Review period Every 3 years

Owner Group Chief Financial Officer

Approved by Council

Version	Author	Date	Description
V 1.0	Nishana Reddy (Risk and Assurance Manager)	November 2023	Creation of Strategy



#### 1. Introduction

#### **Overview**

Council's purpose is to make Te Awa Kairangi ki Tai - Lower Hutt a city where everyone thrives.

Procurement plays an important role in how the Council Group delivers its priorities and works to build a resilient and connected city where all residents thrive. As a major buyer of goods, works and services, the way the Council's Group plans, sources and manages expenditure has an impact in the local economy and can affect the Council's Group performance and reputation.

To enable and advance long-term benefits for the community, the Council's Group outlook on procurement leans towards a strategic approach rather than a reactive approach. This allows for a key focus on procurement planning and delivery, achieving public value for money and strengthening our relationships with suppliers.

To achieve all of this we are guided by our Procurement Principles and the Government Procurement Rules.

#### **Purpose**

The purpose of this strategy is to outline how the Council's Group Procurement function will support achievement of priorities, ensuring maximum benefits and desired results are realised, within the parameters of public sector guidance and rules.

#### Scope

The scope of this strategy encompasses all procurement activities, sets out the Council's Group procurement direction, and encompasses the whole procurement lifecycle. This is supported by ensuring good planning, effective sourcing strategies, contract management, supplier management, review, and continuous improvement exists.

#### **Applicability**

This strategy is applicable to Hutt City Council and its wholly owned Council Controlled Organisations (Council's Group).

The Transport Team has its own procurement strategy, "Transport Procurement Strategy", which has been developed in conjunction with Waka Kotahi. The Transport Procurement Strategy must be followed for all Roading Network procurement activities and overrides this strategy.

#### **Objective**

The objective of this Strategy is to:

- Contribute and support the achievement and delivery of the Council's Group priorities.
- Proactive identification and analysis of future procurement activities, delivering public value for money.
- Procure using agile methods, improving transparency and accountability;
- Develop, maintain, and support effective strategic partnerships with suppliers.
- Increase social outcomes by supporting and strengthening opportunities with local and regional businesses, including employment and training opportunities for the community;
- · Increase sustainable outcomes by carbon reductions;
- Effectively manage the risk and risk sharing with suppliers; and
- Promote consistency and continuous improvement.



### 2. Council's Group Key Priorities



#### Whakangao i ngā poupou hapori Investina in Infrastructure

Investing in high-quality infrastructure that supports our people to move around, receive basic services (like water) and enjoy our community facilities.



#### Hei Āhuru Mōwai mō te Katoa Increasing housing supply

Effectively planning for growth in our city, ensuring an increase in housing supply and working with organisations to ensure our people have warm, safe, dry homes to live in.



#### Taunaki Öhanga Auaha, Tāone Whakapoapoa

Supporting an innovative, agile economy and attractive city

Investing to drive economic growth, and harnessing the talents of business, education, research and science communities in Te Awa Kairangi Lower Hutt to make our city an attractive place to work and invest.



#### **Tühono Hapori** Connecting communities

Investing to connect and empower neighbourhoods and communities so they can thrive and remain safe, connected, healthy, inclusive and retilient.



#### Whakauka Ahumoni Financial sustainability

Investing in a financially sustainable and prudent way that ensures we are carefully managing our finances to deliver on our community's expectations.



#### Tiaki Taiao

Caring for and protecting our environment

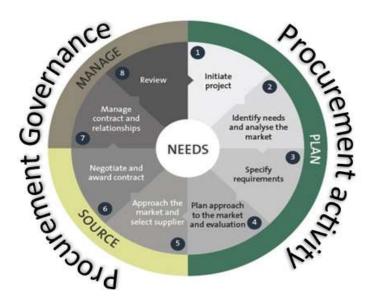
Working with our communities to meet the challenges of climate change and our goal to become carbon zero by 2050.

\*\* Diagram to be updated once revised for the LTP.

### 3. The Strategy

#### **Procurement Lifecycle**

The procurement cycle is made up of three distinct categories namely Plan, Source and Manage with the "Plan" stage having four stages and the "Manage' and "Source" having two stages each. Within each category, all stages need to be completed before moving to the next category.



\*\* Diagram to be redrawn.

### Strategic Operating Model (framework)

The strategic operating model (framework) is made up of:

- This Procurement Strategy;
- The Procurement Policy;
- Procurement Templates (including plans);
- Procurement Reports;
- Ongoing capability upskilling;
- · Contract KPIs; and
- Guidance by the Five Principles of Government Procurement.

The strategic operating model supports the Council's Group capital and operating programme of work to ensure compliance and public value is achieved.

### **Strategic Procurement**

In order to achieve the objectives, set out in this strategy, the Council's Group will take a strategic approach to procurement of goods, works and services. A strategic outlook on procurement enables a better understanding of the full procurement cycle from initiation, supporting good decisions making, ensuring the right sourcing strategies are chosen, increased transparency, public value for money is achieved, and supplier performance/relationships are actively managed.

#### Key benefits of strategic procurement vs traditional/reactive procurement

Traditional	Strategic
Reactive, transactional approach to procurement	Proactive planning, forward looking
Focus on short-term cost savings (upfront cost, price, and lead time)	Focus on long-term benefits (whole of life cost and broader outcomes),
Often disconnected from strategic objective achievements	Aligned to business objectives
Limited market analysis and research performed due to time constraints	Sufficient time to perform market analysis and research
Time constraint means, not always able to deliver best value for money	Ability to deliver public value for money through whole of life cost
Relationships with suppliers are more "trading style". Largely limited to the procurement activity with minimal relationship building and value add	Relationships with suppliers are collaborative, enhances value, drive innovations and continuous improvement
Process Driven	Outcome driven, in alignment strategic objectives such as decarbonisation

#### 4. Broader Outcomes

Broader outcomes are secondary benefits that can be achieved from procurement activities that go beyond the delivery of a product or service. The Council's Group actively seeks to achieve this by investing in social, economic, cultural, sustainable, and environmental outcomes in our community. Therefore, broader outcomes are a key aspect in all procurement activities.

The Council's Group recognises the need to look beyond price alone and recognise that through partnerships with suppliers, we can support and encourage positive change in our communities.

The New Zealand Government provides Government Rules of Procurement which focus on broader outcomes. Whilst not bound by the rules, the Council's Group uses them as a guide for procurement activities. These rules incorporate the Five Principles of Government Procurement.

### Kaitiakitanga and Social Wellbeing

 We encourage initiatives that embrace cultural diversity, inclusivity, and recognition of our indigenous heritage through engagement with our local communities.

#### **Economic Wellbeing**

- We support prosperity through quality employment pathways, partnering with local agencies and reducing the barriers to employment.
- •We encourage increased opportunities, upskilling, and innovative supply chain initiatives, that encourage a more resilient workforce and reduce inequalities.

#### Environmental and Sustainable Wellbeing

•We support initiatives that protect and enhance the local environment as well as considering global environmental challenges such as climate change and decarbonization initiatives.

The Council's Group is an accredited living wage employer and as a demonstration of its support and contribution to the community, all suppliers that partner with the Council Group are required to pay their staff a living wage as a minimum. They are also required to work sustainably, in alignment with Council Group's objectives regarding waste and climate changes, such as

identified in the Wellington Region Waste Management Minimisation Plan 2023-29 and Council's Carbon Reduction and Climate Resilience Plan 2021-23.

### Supplier relationships and Partnerships

The Council's Group proactively seeks to influence and strengthen relationships. We recognise that developing strong relationships and partnerships with our suppliers is key to the successful delivery of significant goods, works and services. We also acknowledge that this is particularly important in areas where more than one supplier is jointly contracted to deliver a single outcome. As such relationships involve a sharing of skills, risk and jointly promoting innovation to improve value of the service delivery and is relevant from the smallest of contracts to the largest performance based, long term contracts.

The Council's Group intends to strengthen contractual relationships with the supply chain through:

- Promoting stability in the marketplace.
- Increasing ability to negotiate more favourable terms and conditions, driving potential savings.
- Providing confidence to both the Council's Group and the contracting industry.
- Encouraging investment in systems, training and equipment.
- Placing value on local knowledge and skills.

Additionally, strong relationships with suppliers provides better visibility of upcoming opportunities for them, and certainty of the pipeline of works.

### 6. Reporting and Monitoring

#### **Monitoring**

All procurement activities will be monitored to ensure the objectives of this strategy are achieved across the procurement lifecycle stages.

Annually, the Procurement Manager will report to the Audit and Risk Subcommittee outlining the achievements of this strategy.

#### **Risk Management**

Any procurement activity carries a degree of risk. Hutt City Council risk management framework aligns with the AS/NZS ISO 31000 Risk Management Principles and Guidelines. Procurement is also listed on the Strategic Risk Register and reported to the Audit and Risk Subcommittee.

Risk management is a structured and continuous process. It applies across our organisation, side to side, up and down and horizontally through its many areas, levels, functions, projects and activities<sup>1</sup>.

Draft Group Procurement Strateav / January 2024 / V1.0

<sup>&</sup>lt;sup>1</sup> Council Group will not endorse any products or services in a manner which could be perceived as providing a commercial benefit to that company. If there is doubt regarding whether a request by a company could be perceived as a commercial endorsement, please seek guidance on the matter from Procurement and Risk and Assurance.

### 7. Associated Planning documents

Procurement activities are guided by:

- The Long-Term Plan (LTP) Our long-term plans set the Council's Group strategic direction for a 10-year period.
- **Procurement Policy** The policy that details the rules of Procurement for the Council's Group.
- **Procurement Guidelines** Guidelines that detail how to go about procurement processes for the Council's Group.
- Annual Plans The Annual Plan details the activities we intend to carry out over the coming financial year.
- **Annual Reports** A key document that compares our performance for the year against the forecast in the Annual Plan.
- The Government Policy Statement on Land Transport (GPS) –
  produced by Central Government, the GPS sets out the Government's
  priorities, objectives and funding levels for land transport. It establishes
  funding ranges for land transport activity classes and identifies the
  results expected from this investment.
- The National Land Transport Programme (NLTP) produced by Central Government, the NLTP contains all the land transport activities, such as public transport services, road construction and maintenance, that Waka Kotahi anticipates funding over the next three years.
- Procurement Guidance for Public Entities produced by the Office of the Auditor General, this document provides good practice guidance for public entities to procure goods or services.
- **District Plan** The District Plan sets out the policies and rules to manage the use of land in the area.
- **Reserve Management Plans** A plan that sets out how we intend to develop, maintain, and protect our reserves.
- **Infrastructure Strategy** Hutt City Council's overarching infrastructure strategy.
- **Transport Procurement Strategy** Hutt City Council's Transport strategy developed in conjunction with Waka Kotahi.

#### **HUTT CITY COUNCIL**

### KOMITI HAPORI AHUREA ME NGĀ RANGAPŪ COMMUNITIES, CULTURE AND PARTNERSHIPS COMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on

#### Wednesday 28 February 2024 commencing at 2:00pm

**PRESENT:** Cr K Brown (Chair) Mayor C Barry (until 3.11pm)

Cr G Barratt Cr J Briggs

Deputy Mayor T Lewis Cr K Morgan (Deputy Chair)

Cr C Parkin Cr N Shaw

**APOLOGIES:** Cr G Tupou

**IN ATTENDANCE:** A Blackshaw, Director Neighbourhoods and Communities

J Griffiths, Director Strategy and Engagement (via audio-

visual)

J Kingsbury, Director Economy and Development K Butler-Hare, Tumuaki Māori (part meeting)

C Parish, Head of Mayor's Office

L Moananu, Head of Connected Communities (part meeting)

R Hardie, Head of Strategy and Policy (part meeting) K Chitham, Head of Arts and Culture (part meeting)

H Houpapa, Senior Policy Advisor | Pou Tohutohu Kaupapa

Here Matua-Māori (part meeting) O Miller, Policy Advisor (part meeting) R Houlbrooke, Policy Lead (part meeting)

S King, Neighbourhood Facilitator (part meeting)

P Hollis, Site Lead | Pou Whakahaere Pokapu Hapori (part

meeting)

A Quinn, Project Manager - Naenae V Gilmour, Democracy Advisor

H Clegg, Minute Taker

#### **PUBLIC BUSINESS**

#### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū

Tīhei mauri ora.

Cease the winds from the west Cease the winds from the south Let the breeze blow over the land Let the breeze blow over the ocean

Let the red-tipped dawn come with a sharpened air A touch of frost, a promise of a glorious day.

#### 2. APOLOGIES

#### RESOLVED: (Cr Brown/Cr Parkin)

Minute No. CCPC 24101

"That the apology received from Cr Tupou be accepted and leave of absence granted."

#### 3. PUBLIC COMMENT

There was no public comment.

#### 4. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

### 5. RECOMMENDATION TO TE KAUNIHERA O TE AWA KAIRANGI | COUNCIL - 27 March 2024

Changes to Community Funding relating to the Long Term Plan

The Director Neighbourhoods and Communities elaborated on the report.

In response to a question from a member, the Director Neighbourhoods and Communities advised that community consultation had taken place during the previous triennium.

#### RECOMMENDED: (Cr Brown/Cr Barratt) Minute No. CCPC 24102

"That the Committee recommends that Council:

- (1) approves the proposed changes to Council's community funding structure and to the mechanism for a small number of groups to be funded in the future, contained in paragraph 10 of the report; and
- (2) agrees to fund future increases for this group from the existing Mauri Ora Fund."

#### 6. ANNUAL REPORT ON THE HOMELESSNESS STRATEGY

Report No. CCPC2024/1/34 by the Policy Advisor

Laura Drew from Community Law and Adriana Vailima from Tuatahi Centre were in attendance for the item.

The Head of Strategy and Policy elaborated on the report.

In response to questions from members, Adriana Vailima highlighted the progress made so far in meeting people's basic living requirements. She said that the difficulties faced included a lack of understanding among people about legal and illegal actions and a shortage of various types of housing, such as housing for multiple generations living together.

Laura Drew advised that the Community Law office assisted with issues such as unlawful evictions, unaffordable rent increases, and poor property maintenance by landlords. She clarified that the Community Law office also educated tenants about their rights, which could be difficult to enforce under current laws where tenants were responsible for taking legal action against landlords.

In response to a question from a member, the Head of Strategy and Policy agreed to follow up on the possibility of building or relocating a tiny home on a property in accordance with Council rules.

In response to questions from members, Adriana Vailima advised that there were not enough mental health specialists among the providers. She stated that the current system was not equipped to cater to the increasing number of people suffering from mental health issues.

Cr Briggs congratulated the team for their work and kaupapa on the project. He acknowledged the progress and emphasised the importance of ensuring ongoing advancements and the need for safe and secure housing.

Cr Brown acknowledged the invaluable contribution the three contracted providers made over the past three years. She noted there were many interlinking factors when dealing with homelessness.

#### RESOLVED: (Cr Brown/Cr Briggs)

Minute No. CCPC 24103

"That the Committee:

- (1) notes that under the Te Awa Kairangi ki Tai Lower Hutt Homelessness Strategy (the strategy) adopted in March 2019, Council provides funding to three providers to deliver actions as part of the strategy;
- (2) notes that as part of their contracts, the providers report annually on their activities in response to addressing homelessness; and
- (3) notes the progress made by the Kaupapa partners in relation to their contracts."

#### 7. HOMELESSNESS STRATEGY DRAFT REFRESHED ACTION PLAN

Report No. CCPC2024/1/30 by the Policy Advisor

The Policy Lead elaborated on the report.

The Head of Strategy and Policy advised that members would be invited to visit the contracted providers to see the work undertaken, with a site visit planned for May/June 2024.

In response to questions from members, the Policy Lead confirmed that data security was of utmost importance and that Otago University Research would conduct the research project.

Deputy Mayor Lewis thanked the team for their work so far. She said their efforts enabled Council to become a leader in New Zealand by developing a strategy for addressing homelessness. She also thanked the Chair for being a driving force in ensuring the project commenced and progressed.

Cr Brown thanked those involved in the project to date. She said that the data gathered would help build a strong picture of the issue of homelessness in the city and help in approaching central government for assistance. She highlighted the strength of the network partnerships.

Cr Briggs asked that all the data collected be secure. He welcomed the use of innovative methods that incorporated local initiatives and resources.

Cr Barratt noted there was a significant number of disabled individuals in the city who were struggling to find adequate housing.

#### RESOLVED: (Cr Brown/Cr Morgan)

Minute No. CCPC 24104

"That the Committee:

- (1) notes that in March 2023, the Communities, Culture and Partnerships Committee (the Committee) agreed to an independent review of the action plan associated with Te Awa Kairangi ki Tai Homelessness Strategy;
- (2) notes that the final review report was forwarded to the Committee in September 2023;
- (3) notes that consultation with the Homelessness Network, the Homelessness Research Network, and the Wellington Healthy Homes Steering Group has informed the draft refreshed action plan;
- (4) agrees to the draft refreshed action plan attached as Appendix 1; and
- (5) notes that the refreshed action plan includes a number of report backs to the Committee during 2024."

For the reason that the action plan will support the delivery of Council's objectives for the Homelessness Strategy and work together to end homelessness.

#### 8. DRAFT MĀORI STRATEGY - TE HERENGA KAIRANGI

Report No. CCPC2024/1/1 by the Senior Policy Advisor | Pou Tohutohu Kaupapa Here Matua-Māori

The Tumuaki Māori provided a brief overview of the development and gifting of the name for the Māori Strategy – Te Herenga Kairangi (the strategy).

The Senior Policy Advisor | Pou Tohutohu Kaupapa Here Matua-Māori elaborated on the report.

Cr Shaw thanked those involved in the development of the strategy and for the progress made in getting to this stage.

Deputy Mayor Lewis congratulated the team. She said it demonstrated the positive relationships that were being developed.

Cr Brown thanked all those involved in the development of the Strategy. She said the paramount purpose was the relationship with Mana Whenua. She said the strategy demonstrated Council's commitment to Te Titiri o Waitangi.

#### RESOLVED: (Cr Brown/Cr Barratt)

Minute No. CCPC 24105

"That the Committee:

- (1) notes that on 6 November 2023, the Communities, Culture and Partnerships Committee agreed the proposed framework for the Rautaki Māori/Māori Strategy;
- (2) notes the draft "Te Herenga Kairangi the interwoven ambition to thrive" Strategy (draft Strategy) is attached as Appendix 1 to the report;
- (3) notes that as a result of further consultation, the proposed title of the draft strategy will change to "Te Herenga Kairangi the interwoven ambition to thrive";

- (4) notes that consultation with Mana Whenua partners and hapori (community) Māori has informed the development of the draft Strategy;
- (5) notes the existing formal Māori relationships held with Council are illustrated at Appendix 2 attached to the report;
- (6) notes that the draft Strategy will be discussed with Mana Whenua at the Quarterly Hui in March 2024;
- (7) approves the draft Strategy in principle, subject to input from Mana Whenua and final approval by Council; and
- (8) agrees that the first progress update on the implementation of Te Herenga Kairangi will be provided to the Committee six months after the Strategy has been approved."

For the reason that a commitment was made to report the full strategy to the Communities, Culture and Partnerships Committee in early 2024.

#### 9. DRAFT ARTS AND CULTURE FRAMEWORK

Report No. CCPC2024/1/31 by the Head of Arts and Culture

Mayor Barry left the meeting at 2.43pm.

The Head of Arts and Culture elaborated on the report.

In response to questions from members, the Head of Arts and Culture advised the 1% of project budgets allocated to public art had been applied to major projects such as the Naenae Pool and Community Centre. He said the work programme to develop this allocation into a policy had not progressed.

Mayor Barry rejoined the meeting at 2.45pm.

In response to further questions from members, the Head of Arts and Culture advised the current 1% allocation for public art was mainly for artworks that were an integral part of building structures. He said this meant that the maintenance of the artworks was included in the building's maintenance programme. He confirmed that there was currently no clear process for officers or members of the public to advocate for a piece of public art. He said the new framework aimed to identify such a process. He agreed to investigate whether the 1% allocation would apply to water infrastructure projects. He noted that the committee would consider a further report at its meeting in May 2024.

Mayor Barry advised that it would be a good idea to allocate funds for art projects related to water projects. He added that the artwork should be a separate piece to be installed once the project work had been completed. He pointed out that Dunedin City Council had done an excellent job in this area.

Cr Parkin advised that research showed that incorporating art into pedestrian and cycleways increased their use.

RESOLVED: (Cr Brown/Cr Shaw)

Minute No. CCPC 24106

"That the Committee:

- (1) provides feedback and direction on the draft Arts and Culture Framework attached as Appendix 1 to the report;
- (2) notes the draft one-page summary attached as Appendix 2 to the report;
- (3) notes that accompanying guideline documents are currently being developed that will include a recommendation that for all significant projects, 1% of the project budget is allocated to public art; and
- (4) notes that the Arts and Culture team will finalise the framework of an internal communications plan to bring back to the Committee on 1 May 2024."

#### 10. NEIGHBOURHOODS AND COMMUNITIES FOCUS AREA - STOKES VALLEY

Report No. CCPC2024/1/32 by the Head of Connected Communities

The Director Neighbourhoods and Communities advised there was a correction to paragraph 27 of the report. She said the Memorandum of Understanding was being developed, with completion anticipated soon.

The Head of Connected Communities elaborated on the report.

The Neighbourhood Facilitator provided a brief background about their work in the Stokes Valley community. She acknowledged the presence of strong local leadership and an engaged community enthusiastic about participating. She spoke of the numerous community events held, the new residents due to the ongoing housing developments, and the success of the Koraunui Hub. She explained one challenge the team faced was connecting the existing leaders with new residents who wanted to contribute. She highlighted that this was an opportunity to establish a resident group.

The Site Lead | Pou Whakahaere Pokapu Hapori advised that the goal of the Koraunui Hub was to bring multiple community services together under one roof and provide a centralised Council service model. He noted that the team was working effectively and meeting all the targets, resulting in a significant increase in foot traffic.

In response to questions from members, the Head of Connected Communities advised that they were collaborating with Foodbank to find a new location and explore different operating models such as shared spaces and maximising existing spaces. She confirmed that officers were working closely with other community groups that supported the Foodbank, and this work was still in progress.

In response to a further question from a member, the Site Lead | Pou Whakahaere Pokapu Hapori advised that they had not received many comments regarding the transport issues of entering and exiting Stokes Valley.

Cr Shaw thanked officers for their work in serving the Stokes Valley community. She acknowledged the impact the Eastern Hutt Road resilience had on the community. She noted that new residents had been welcomed into the community through housing intensification. She said it was important to preserve and develop green and recreational spaces. She highlighted the strength, spirit and hard work of the people of Stokes Valley.

Mayor Barry commended the work occurring in Stokes Valley. He acknowledged the community's challenges due to the disruptions caused by the resilience road works. He asked that officers investigate what improvements could be made to the area once the resilience works were completed and to report back to the committee.

RESOLVED: (Cr Brown/Cr Briggs)

Minute No. CCPC 24107

"That the Committee notes and receives the report."

#### 11. NEIGHBOURHOODS AND COMMUNITIES DIRECTOR'S REPORT

Report No. CCPC2024/1/19 by the Director Neighbourhoods and Communities

The Director Neighbourhoods and Communities elaborated on the report.

In response to questions from members, the Director Neighbourhoods and Communities confirmed leases could only be altered when they were reviewed.

Mayor Barry left the meeting at 3.11pm.

In response to further questions from member, the Director Neighbourhoods and Communities confirmed that all learnings from previous wharf works (refurbishments and demolitions) were incorporated into future projects.

RESOLVED: (Cr Brown/Deputy Mayor Lewis)

Minute No. CCPC 24108

"That the report be received and noted."

#### 12. INFORMATION ITEMS

#### a) Whakatupu Ngaengae - progress update

Memorandum dated 9 February 2024 by the Project Manager (Naenae)

The Project Manager (Naenae) elaborated on the report.

RESOLVED: (Cr Brown/Cr Morgan)

Minute No. CCPC 24109

"That the Committee:

- (1) receives and notes the information; and
- (2) notes the following progress that has been made on the Whakatupu Ngaengae project:
  - (a) construction of the new Naenae Pool and Fitness Centre is progressing well and remains on track to complete at the end of July 2024. Confidence is still high that the project can be completed within budget;
  - (b) the conversion of the old Naenae Post Office to a community centre is progressing well, and completion is envisaged in early April 2024; and
  - (c) following receipt of tenders for the development of Walter Mildenhall Park, Local Landscape Architects Collective has been appointed as our design partner."

#### b) Communities, Culture and Partnerships Committee Forward Programme 2024

Memorandum dated 12 February 2024 by the Senior Democracy Advisor

In response to a question from a member, the Director Neighbourhoods and Communities agreed to add cross-over projects with the Climate Change Committee to the forward programme. She confirmed that the Asset Review and Sports Review work programmes would be reported to the committee as and when required. She said the Arts Programme would also be included in the forward programme.

In response to a further question from a member, the Director Neighbourhoods and Communities advised that a separate list of ongoing works could be added to the forward programme to inform members that progress was being made on multiple programmes.

#### RESOLVED: (Cr Brown/Cr Shaw)

Minute No. CCPC 24110

"That the Forward Programme 2024 for the Communities, Culture and Partnerships Committee be received and noted."

#### 13. QUESTIONS

There were no questions.

#### 14. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

Unuhia!

Unuhia!

Unuhia i te uru-tapu-nui

Kia wātea, kia māmā

Te ngākau, te tinana, te wairua i te ara

takatū

Koia rā e Rongo whakairihia ake ki

runga

Kia wātea, kia wātea!

Ae rā, kua wātea!

Hau, pai mārire.

Release us from the supreme sacredness of our

To be clear and free

in heart, body and soul in our continuing journ

Oh Rongo, raise these words up high so that we be cleansed and be free,

Yes indeed, we are free!

Good and peaceful

There being no further business the Chair declared the meeting closed at 3.24pm.

Cr K Brown **CHAIR** 

CONFIRMED as a true and correct record Dated this 27th day of March 2024

#### **HUTT CITY COUNCIL**

## KOMITI RATONGA RANGATŌPŪ ME TE RAUTAKI POLICY, FINANCE AND STRATEGY COMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on

#### Wednesday 6 March 2024 commencing at 2:01 pm

**PRESENT:** Cr A Mitchell (Chair) Mayor C Barry (from 2.12pm)

Cr K Brown (from 2.05pm) Cr B Dyer

Cr Edwards Deputy Mayor T Lewis (Deputy

Chair)

Cr K Morgan Cr C Parkin

Cr T Stallinger

**APOLOGIES:** There were no apologies.

**IN ATTENDANCE:** Cr J Briggs (part meeting)

J Miller, Chief Executive

A Blackshaw, Director Neighbourhoods and Communities

J Griffiths, Director Strategy and Planning

A Geddes, Director Environment and Sustainability J Kingsbury, Director Economy and Development

J Livschitz, Group Chief Financial Officer B Cato, Chief Legal Officer (part meeting)

R Hardie, Head of Strategy and Policy (part meeting) J Lamb, Head of Business and Economy (part meeting) G Birse, Head of Enterprise Portfolio Management Office

(part meeting)

D Newth, Financial Accounting Manager (part meeting) M Randall, Senior Advisor Climate and Sustainability A Gordon, Senior Policy Advisor (part meeting)

B Hodgins, Strategic Advisor (part meeting)

Y Chung, Senior Financial Accountant (part meeting) T Kinsella, Financial Accountant (part meeting)

I Kinsella, Financial Accountant (part meetin K Stannard, Head of Democracy Services

J Randall, Democracy Advisor

#### **PUBLIC BUSINESS**

#### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru Whakataka te hau ki te tonga

Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura

He tio, he huka, he hau hū

Tīhei mauri ora.

Cease the winds from the west Cease the winds from the south Let the breeze blow over the land

Let the breeze blow over the ocean

Let the red-tipped dawn come with a sharpened air A touch of frost, a promise of a glorious day.

#### 2. APOLOGIES

Apologies for lateness were received from Mayor Barry and Cr Brown.

#### 3. PUBLIC COMMENT

There was no public comment.

#### 4. CONFLICT OF INTEREST DECLARATIONS

Deputy Chair Lewis declared a conflict of interest regarding item 5a: Seaview Marina Limited Draft Statement of Intent 2024/25 to 2026/27 and item 6: Seaview Marina Limited Six Month Report to 31 December 2023. Deputy Mayor Lewis was Council's representative on the Board of Seaview Marina Limited.

Cr Brown declared a conflict of interest regarding item 5b: Urban Plus Limited Group Draft Statement of Intent 2024/25 to 2026/27 and item 7: Urban Plus Limited Six Month Report to 31 December 2023. Cr Brown was Council's representative on the Board of Urban Plus Limited.

#### **PRECEDENCE OF BUSINESS**

In accordance with Standing Order 10.4, the Chair accorded precedence to items 6, 7 and 8 on the agenda. The order of business was as follows:

- Item 6) Seaview Marina Limited Six Month Report To 31 December 2023.
- Item 5a) Seaview Marina Limited Draft Statement of Intent 2024/25 to 2026/27.
- Item 7) Urban Plus Limited Group Six Month Report To 31 December 2023.
- Item 5b) Urban Plus Limited Group Draft Statement of Intent 2024/25 to 2026/27.
- Item 8) Hutt Valley Chamber of Commerce Six Monthly Report to 31 December 2023.
- Item 5c) Adoption of Hutt City Council's Control of Animals Bylaw.
- Item 9) Quarterly Performance Report 1 October to 31 December 2023.
- Item 10) Policy, Finance and Strategy Committee Forward Programme.

These items are recorded in the order in which they are listed on the Order Paper.

## 5. RECOMMENDATIONS TO COUNCIL | TE KAUNIHERA O TE AWA KAIRANGI - 6 MARCH 2024

a) Seaview Marina Limited Draft Statement of Intent 2024/25 to 2026/27

Deputy Mayor Lewis declared a conflict of interest and took no part in the discussion or voting on the matter.

Peter Steel, Board Chair of Seaview Marina Limited (SML) and Tim Lidgard, Chief Executive of SML, were in attendance for the item.

The Financial Accounting Manager elaborated on the report.

The Board Chair of SML advised that purchasing the breakwater from Council was significant for SML and would result in a reliable income. He highlighted that the additional debt from the purchase could affect the timing and amount of dividend payments.

In response to questions from members, the Financial Accounting Manager agreed to estimate the impact of the breakwater purchase on the projected annual surplus, including depreciation and interest costs. He also agreed to include the breakwater in the Development Plans in the relevant section of the draft Statement of Intent (SOI). He further agreed to add to section 7.3 of the draft SOI that lease payments currently payable to Council would cease with the planned purchase of the breakwater. He also agreed to include annual targets for reducing emissions under Performance Measures (section 7.5 of the draft SOI).

In response to questions from members, Peter Steel confirmed that SML would replace fuel-powered equipment with electric vehicles once they became available, regardless of whether the existing equipment had reached the end of its useful life. He explained that transitioning some equipment was difficult due to electric alternatives being unavailable. He mentioned that SML was working to understand its emissions and would provide more clarity in future reports.

#### RECOMMENDED: (Cr Mitchell/Cr Dyer)

Minute No. PFSC 24101

"That the Committee recommends that Council:

- (1) notes the Seaview Marina (SML) Board has submitted a draft Statement of Intent (SOI) for the three years 2024/25 to 2026/27, attached as Appendix 1 to the report, in accordance with the Local Government Act 2002;
- (2) notes that officers have reviewed the draft SOI for compliance with the Local Government Act 2002 and provided their analysis;
- (3) receives the draft SOI;
- (4) review the draft SOI and consider if any modifications should be made;
- (5) provides comment for the SML Board to consider in finalising its SOI (including any modifications suggested by the Committee arising under recommendation (4)

above);

- (6) notes the SOI includes the assumed purchase of the breakwater from Council for \$3.4M, which will be funded by additional borrowings; this is subject to further decision making processes by Council and may vary; and
- (7) agrees to a revised Return of Equity of 0.4% in 2024/25, 0.2% in 2025/26 and 0.2% in 2026/27 due to the increased costs of borrowing for the assumed purchase of the breakwater from Council."
- b) Urban Plus Limited Group Draft Statement of Intent 2024/25 to 2026/27

Cr Brown declared a conflict of interest and took no part in voting on the matter.

Pamela Bell, Board Chair of Urban Plus Limited (UPL), was in attendance for the item via audio-visual link.

The Financial Accounting Manager elaborated on the report.

In response to questions from members, the Financial Accounting Manager agreed to amend paragraph 5 in the 'Strategic Priorities' section to include an intention for more intensive housing opportunities near shopping and transport hubs wherever possible, as per Council's Medium Density Design Guide. He agreed to change the title of paragraph 5 to summarise this intent. He agreed to provide project based information with 10 year projections of surpluses/deficits on a year by year basis. He agreed to add an explanation to clarify the portfolio size.

The Board Chair of UPL highlighted that UPL's ability to deliver mixed-use housing at the scale required by Council largely depended on the progress made at Colson Street and Hollard Grove. She said this would enable UPL to keep delivering at its current low margins. She requested an opportunity to collaborate more closely with Council to mitigate the potential risks associated with these developments.

Cr Brown emphasised the importance of partnering with community housing providers. She explained that these properties were not included in the UPL portfolio but were necessary to access rental support.

The Chair asked that officers add a portfolio explanation to the draft SOI, covering UPL's properties and opportunities through its partnerships with Community Housing Providers.

#### RECOMMENDED: (Cr Mitchell/Cr Edwards)

Minute No. PFSC 24102

"That the Committee recommends that Council:

- (1) notes that the Urban Plus Group (UPL) Board has submitted a draft Statement of Intent (SOI) for the three years 2024/25 2026/27, attached as Appendix 1 to the report, in accordance with the Local Government Act 2002;
- (2) notes that officers have reviewed the draft SOI for compliance with the Local Government Act 2002 and provided their analysis;
- (3) receives the draft SOI;
- (4) review the draft SOI and consider if any modifications should be made; and
- (5) provides comments for the UPL board to consider in finalising its SOI (including any modifications suggested by the Committee arising under recommendation (4) above)."

## 5. RECOMMENDATION TO COUNCIL | TE KAUNIHERA O TE AWA KAIRANGI - 27 MARCH 2024

c) Adoption of Hutt City Council's Control of Animals Bylaw

The Head of Strategy and Policy elaborated on the report.

In response to a question from a member, the Senior Policy Advisor advised that due to a technical issue, only partial data on the responses from the cat owners and non-cat owners were available. However, she pointed out that both groups mostly supported the proposed bylaw.

The Chair stated that some submitters had requested more stringent restrictions on cats than was proposed in the bylaw. However, he believed the bylaw to be an important initial step.

#### RESOLVED: (Cr Mitchell/Cr Edwards)

Minute No. PFSC 24103

"That the Committee:

- (1) adopts the minutes of the Hearings Subcommittee meeting held on 30 November 2023, with the exception of item 3, attached as Appendix 1 to the memorandum;
- (2) notes the Hearings Subcommittee recommendations to amend the Control of Animals Bylaw as recorded in the deliberation's minutes attached as Appendix 1 to the memorandum; and
- (3) notes the Statement of Proposal attached as Appendix 2 to the memorandum."

#### RECOMMENDED: (Cr Mitchell/Cr Edwards)

Minute No. PFSC 24105

"That the Policy Finance and Strategy Committee recommends that Council adopts the Control of Animals Bylaw attached as Appendix 3 to the memorandum noting that the bylaw will come into force on 28 March 2024."

Cr Brown joined the meeting at 2.05pm

#### 6. SEAVIEW MARINA LIMITED SIX MONTH REPORT TO 31 DECEMBER 2023

Report No. PFSC2024/1/40 by the Financial Accountant

Deputy Mayor Lewis declared a conflict of interest and took no part in discussion or voting on the matter.

Peter Steel, Board Chair of Seaview Marina Limited (SML) and Tim Lidgard, Chief Executive of SML, were in attendance for the item.

The Senior Financial Accountant elaborated on the report.

In response to a question from a member, the Chief Executive of SML stated that the issue of the damaged tunnel house door, which was outlined in the overview section of the report, had been resolved.

RESOLVED: (Cr Mitchell/Cr Stallinger)

Minute No. PFSC 24106

"That the Committee receives the half year report from Seaview Marina Limited attached as Appendix 1 to the report."

Mayor Barry joined the meeting at 2.12pm

#### 7. URBAN PLUS LIMITED GROUP SIX MONTH REPORT TO 31 DECEMBER 2023

Report No. PFSC2024/1/41 by the Senior Financial Accountant

Cr Brown declared a conflict of interest and took no part in voting on the matter.

Pamela Bell, Board Chair of Urban Plus Limited (UPL), was in attendance for the item via audio-visual link.

The Financial Accounting Manager elaborated on the report.

The Board Chair of UPL outlined the challenges and opportunities currently impacting the construction sector and how they might affect UPL. She said that the political and economic environment was uncertain. However, she noted the government had signalled its support for community housing providers. She invited Councillors to visit UPL's new sustainable homes.

In response to questions from members, the Board Chair of UPL agreed to provide reports on individual properties to the members to give them confidence in the properties' return on investment. She further agreed to share data on the number of responses received for the UPL Landlord Satisfaction survey. She also confirmed that green space would be included in the Hollard Grove development during a later stage of the project.

In response to a question from a member, the Chief Executive explained that the smaller

size of UPL's portfolio was due to the properties that were no longer with UPL but were now with community housing providers.

Cr Brown confirmed UPL's main objective was not to expand its portfolio. She said it was instead focused on providing quality, healthy homes to people in need, and promoting partnerships. She highlighted UPL's commitment to employment by advising that 23 apprentices were currently working on UPL developments.

RESOLVED: (Cr Mitchell/Deputy Mayor Lewis)

Minute No. PFSC 24107

"That the Committee receives the half year report from Urban Plus Limited Group attached as Appendix 1 to the report."

## 8. HUTT VALLEY CHAMBER OF COMMERCE - SIX MONTHLY REPORT TO 31 DECEMBER 2023

Report No. PFSC2024/1/42 by the Head of Business and Economy

Patrick McGibbon, Chief Executive of the Hutt Valley Chamber of Commerce (the Chamber), was in attendance for the item.

The Head of Business and Economy and the Chief Executive of the Chamber elaborated on the report.

In response to questions from members, the Chief Executive of the Chamber said that a proposed manufacturing academy for school students was still in the proposal stage and would depend on government funding. He added that the proposed academy would follow the same model as trades academies, with 50% funding from the government and 50% from the Wellington Trades Academy. He advised that the Chamber membership continued to increase but operated on a slim margin. He agreed to consider holding some Chamber events in Wainuiomata.

#### RESOLVED: (Cr Mitchell/Cr Dyer)

Minute No. PFSC 24108

"That the Committee receives and notes the Hutt Valley Chamber of Commerce report for the six months to December 2023 attached as Appendix 1 to the report."

#### 9. QUARTERLY PERFORMANCE REPORT - 1 OCTOBER TO 31 DECEMBER 2023

Report No. PFSC2024/1/44 by the Head of Enterprise Portfolio Management Office

The Head of Enterprise Portfolio Management Office elaborated on the report.

In response to questions from members, the Head of Enterprise Portfolio Management Office explained the Community Wellbeing section of the report was to be included in the Quality of Life Survey and the Residents Satisfaction Survey from now on, because its

availability did not align with reporting periods for this Committee. She confirmed the data would be detailed enough to provide the information Councillors required.

In response to a question from a member, the Director Economy and Development explained that the funding for Tupua Horo Nuku was only confirmed late last year. He added that the funding would be reflected in the Quarterly Performance report released in July 2024.

In response to a question from a member, the Strategic Advisor agreed to report back on the large KPI variance for Wellington Water Limited (Wellington Water) attending sewerage blockages in the 2023/24 year. He further agreed to report back on why it took longer to reach the site of the blockages than it took to fix them. He advised that Wellington Water was in the process of quantifying the requirements for repairing the chlorination problem at the Waterloo Treatment Plant. He noted this would be a cost solely for Hutt City Council and no funding had been allocated in the Long Term Plan for the work. He expected officers to report back on the implications in late May – early June 2024.

In response to a question from a member, the Director Environment and Sustainability confirmed that an increase in consent fees was necessary to cover the cost of external contractors and to close the gap between income and expenditure.

RESOLVED: (Cr Mitchell/Cr Stallinger)

Minute No. PFSC 24109

"That the Committee notes and receives the Quarterly Performance Report for the period 1 October to 31 December 2023, attached as Appendix 1 to the report."

#### 10. <u>INFORMATION ITEM</u>

#### <u>Komiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy Committee</u> <u>Forward Programme</u>

Memorandum dated 22 February 2024 by the Democracy Advisor

RESOLVED: (Cr Mitchell/Deputy Mayor Lewis)

Minute No. PFSC 24110

"That the Committee receives and notes the draft forward programme for 2024 attached as Appendix 1 to the memorandum."

#### 11. QUESTIONS

There were no questions.

#### 12. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

Unuhia! Unuhia! Unuhia i te uru-tapu-nui

Unuhia i te uru-tapu-nui Kia wātea, kia māmā Te ngākau, te tinana, te wairua i te ara takatū Koia rā e Rongo whakairihia ake ki runga Kia wātea, kia wātea! Ae rā, kua wātea! Hau, pai mārire. Release us from the supreme sacredness of or To be clear and free in heart, body and soul in our continuing jor Oh Rongo, raise these words up high so that we be cleansed and be free, Yes indeed, we are free! Good and peaceful

There being no further business the Chair declared the meeting closed at 3.20pm.

Cr Mitchell CHAIR

CONFIRMED as a true and correct record Dated this 27th day of March 2024



# HUTT CITY COUNCIL CONTROL OF ANIMALS BYLAW 2018

Division Strategy and Engagement

Date created December 2018

Amendment adoption Month Year

Publication date Month Year

Review period December 2028

Owner Strategy and Policy

Approved by Jarred Griffiths

Version	Author	Date	Description
V 1.0	Name	Month Year	Insert brief description here
V 2.0	Name	Month Year	Insert brief description here



#### 1. INTERPRETATION

#### 1.1 In this Bylaw:

"Animal" has the meaning defined in the Animal Welfare Act 1999 and means any live member of the animal kingdom that is a mammal, bird, bee, or any other member of the animal kingdom that is declared from time to time by the Governor General, by Order in Council, to be an animal.

**"Authorised Officer"** means any person appointed or authorised by the Council on its behalf.

"Commercial poultry shelter or run" means any commercial poultry operation containing more than 8 head of poultry.

"Council" means the Hutt City Council.

"Domestic animal" means any animal (including a bird or reptile but excluding bees) kept as a domestic pet; any working dog; any other animal kept by any person for recreational purposes or for the purposes of that person's occupation or employment.

"Nuisance" refers to the dictionary definition (a person, thing, or circumstance causing trouble or annoyance; anything harmful or offensive to the community or a member of it and for which a legal remedy exists) or to a statutory nuisance as defined in Section 29 of the Health Act 1956.

**"Owner's property"** includes any property the owner of an animal has a legal right to use for the purposes of keeping the relevant animal.

**"Poultry"** includes geese, ducks, turkeys, domestic fowl, roosters, or any birds kept as show birds.

"Trapping devise" means any trap or other similar devise made of metal or other hard material having two jaws closing on each other and operated by a spring and includes without limitation a gin trap but does not include any trap designed for trapping mice or rats or

other predator free devises (as approved by the National Animal Welfare Advisory Committee).

**"Urban area"** means the area defined as urban area in the map in Schedule 1. Council may amend this map by resolution.

## 2. GENERAL CONDITIONS OF KEEPING ANIMALS

- 2.1 All animals shall be kept in a manner that is not, or is not likely to become a nuisance, dangerous, offensive, or injurious to health.
- 2.2 All animals shall be kept in a manner that ensures they have adequate physical wellbeing through acceptable nutrition, environment, health, behavioural stimulus, and adequate mental wellbeing.
- 2.3 All domestic animals, other than domestic cats, found at large and not within their owner's property may be seized and impounded by an authorised officer.
- 2.4 The Council may sell, rehome or otherwise dispose of any animal seized and impounded that has not been claimed or returned within 7 days after it was seized and impounded.

## 3. Keeping of goats

- 3.1 No goats are to be kept in any Urban Area, unless written permission has been granted by Council.
- 3.2 The Council may grant permission to keep a goat on such conditions as the Council considers appropriate. If there is a breach of any condition, Council may revoke its permission.
- 3.3 All goats must be fitted with an ear tag or collar with sufficient details to allow the owner to be traced to contacted if the goat is seized.
- 3.4 All goats must be kept within private property, unless written permission has been granted by Council to do otherwise.

### 4. Keeping of poultry

- 4.1 Poultry must be adequately contained within the owner's property, so as not to cause (or be likely to cause) nuisance, offence or be injurious to health.
- 4.2 No roosters are to be kept in any Urban Area unless written permission has been granted by Council.
- 4.3 Any owner or occupier of any property in an urban area may keep no more than 8 chickens (or other poultry) without the Council's prior written permission. In assessing an application to allow more than 8 chickens (or other poultry), the Council will consider:
  - a. The number of poultry at the premises; and
  - b. Provision for the welfare, hygiene, control, and confinement of the poultry; and
  - c. Provision for the protection of other persons or property from being affected in any way by the poultry; and
  - d. The size of the property and proximity to neighbours; and
  - e. Any other factors it considers relevant.
- 4.4 Council may grant permission to keep roosters or poultry on such conditions as Council considers appropriate if there is a breach of any condition, Council may revoke its permission.

### 5. Keeping of cats

- 5.1 Every person who keeps cats must ensure that cats of 12 weeks of age or older<sup>1</sup> are:
- a. Microchipped;
- b. Registered on the New Zealand Companion Animal Register; and
- c. Desexed (unless kept for breeding purposes and registered with a nationally recognised cat breeders body, including New Zealand Cat Fancy Ltd and Catz Inc; or deferred if a registered veterinarian

<sup>&</sup>lt;sup>1</sup> SPCA supports pre-pubertal desexing of cats (ie between 8 weeks and 4 months of age).

has determined it would negatively impact the cat's health and welfare).

#### 6. Noise from animals

6.1 No person may keep an animal that by frequent or long continued noise creates a nuisance by disturbing the quiet enjoyment of people living in the vicinity.

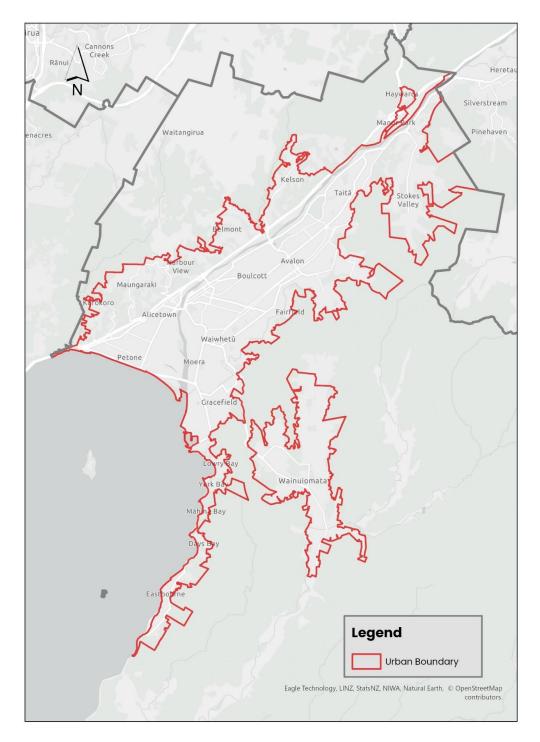
## 7. Health and safety issues from beekeeping

7.1 No person may keep bees in such a way as to cause (or likely to cause) nuisance, offence or be injurious to health.

#### 8. Offences

8.1 Every person commits an offence who breaches a clause of this bylaw.

#### **Schedule 1: Urban Boundary**



#### **HUTT CITY COUNCIL**

#### KOMITI HANGANGA | INFRASTRUCTURE AND REGULATORY COMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on

#### Thursday 7 March 2024 commencing at 2:02 pm

**PRESENT:** Cr S Edwards (Chair) Mayor C Barry (from 2.04pm)

Cr G Barratt

Deputy Mayor T Lewis

(from 2.17pm)

Cr T Stallinger (Deputy

Chair)

**APOLOGIES:** Cr Tupou and Cr Brown

**IN ATTENDANCE:** K Yung. Petone Community Board

A Blackshaw, Director Neighbourhoods and Communities

Cr B Dyer Cr A Mitchell

A Geddes, Director Environment and Sustainability J Kingsbury, Director Economy and Development E Scherer, Transport Engineer Manager (part meeting) D Bentley, Environmental Health Manager (part meeting)

A Manda, Traffic Engineer (part meeting)

R Lemalu, Project Delivery Manager (part meeting) R Murugadhas, Traffic Engineer (part meeting) J Varghese, Traffic Engineer (part meeting)

A Shahin, Traffic Engineer - Contractor (part meeting)

B Hodgins, Strategic Advisor (part meeting) T Johnstone, Head of Planning (part meeting)

D Millin, Principal Advisor - Micromobility Programme

R Barton, Building Control Manager (part meeting)

J Rowe, Project Manager (part meeting) A Clyde, Senior Management Accountant D Burgess, Senior Media Advisor (part meeting) C Parish, Head of Mayor's Office (part meeting)

B Tong, Project Manager - City Delivery (part meeting)

J Randall, Democracy Advisor

#### **PUBLIC BUSINESS**

#### 1. **OPENING FORMALITIES - KARAKIA TIMATANGA**

Cease the winds from the west Whakataka te hau ki te uru Whakataka te hau ki te tonga Cease the winds from the south Kia mākinakina ki uta Let the breeze blow over the land Kia mātaratara ki tai Let the breeze blow over the ocean E hī ake ana te atakura Let the red-tipped dawn come with a He tio, he huka, he hau hū sharpened air.

Tīhei mauri ora A touch of frost, a promise of a

glorious day.

#### 2. **APOLOGIES**

RESOLVED: (Cr Edwards/Cr Stallinger)

Minute No. IARCC 24101

"That the apology received from Cr Tupou be accepted and leave of absence be granted."

RESOLVED: (Cr Edwards/Cr Mitchell)

Minute No. IARCC 24102

"That the apology for lateness received from Cr Brown be accepted.

#### 3. **PUBLIC COMMENT**

There was no public comment.

#### 4. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

#### **5.** RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI | COUNCIL -27 March 2024

**Asset Management Policy** a)

The Head of Assets and Facilities Management elaborated on the report.

In response to a question from a member, the Director of Economy and Development stated that officers would prioritise projects from their list.

#### RECOMMENDED: (Cr Edwards/Cr Dyer)

Minute No. IARCC 24103

"That the Committee recommends that Council:

- (1) receives and notes the report; and
- (2) approves the draft Asset Management Policy (the Policy) attached as Appendix 1 to the report."

Mayor Barry joined the meeting at 2.04pm.

b) Raised Crossings - Harcourt Werry Drive and Waiwhetu Road/Waterloo Road

The Traffic Engineer elaborated on the report, noting that the crossings were scheduled to be completed by June 2024.

In response to questions from members on the Harcourt Werry Drive crossing, the Transport Engineering Manager advised the following:

- the proposal to reduce the speed limit to 50km/hr and install a dual crossing had changed. The road was not situated in an urban environment, and Police could not easily enforce a reduced speed limit outside of an urban area.
- the New Zealand Transport Agency (NZTA) required that dual crossings could only be installed in areas with a 50km/hr speed limit. Council needed approval from NZTA to change the speed limit, which would take considerable time. This posed a risk of missing the funding deadline for the project.
- officers would install driver feedback signs and a raised crossing in the 70km/hr speed zone to reduce speed. Once installed, officers would assess the effectiveness of these measures.
- additional signs would be installed to indicate a speed limit of 15km/hr for the raised crossing.
- if the measures failed to reduce speed, officers would consider reducing the speed limit, but the process would take time.
- the crossing could be upgraded to a dual crossing once RiverLink
  was complete and connecting two cycleways. However, the upgrade
  could not be done at the moment due to the steep incline leading
  down to the crossing, making it unsafe for cyclists to cross.

The Director Economy and Development advised that Council had consulted on a citywide speed programme in 2023 which had been certified by NZTA. He said that Harcourt Werry Drive was part of that programme. He expected officers would report to the committee when it was time to finalise the speed limits. He highlighted the importance of maintaining consistent speeds to ensure safer roads. He advised that officers could install the dual crossing on Harcourt Werry Drive once RiverLink was in place. He stated it would not require further approval from the committee.

Deputy Mayor Lewis joined the meeting at 2.12pm.

Cr Mitchell expressed concern that the proposed driver feedback signs on Harcourt Werry Drive might falsely reassure motorists of their speed when there was a requirement to quickly reduce to 15km/hr over the raised crossing.

In response to questions from members, the Traffic Engineer advised the following:

- no residents lived close to the proposed raised crossing on Harcourt Werry Drive; therefore, none were consulted. Only cyclist groups were consulted.
- the Harcourt Werry Drive design would include a refuge island.
- narrowing the Waterloo Road entrance to one lane at the
  intersection would not result in significant traffic delays. This would
  enable pedestrians to cross the road safely without navigating more
  than one lane at a time. Additional modelling could be carried out as
  a supplementary exercise if requested by members.
- officers agreed to ensure refuge islands at Waterloo and Waiwhetū Roads did not obstruct residents' driveways.
- Officers were discussing with Council's Communications and Engagement team ways to expand and improve consultations.

Cr Dyer expressed concern that the consultation for the Waterloo Road/Waiwhetū Road intersection raised crossing was limited to nearby residents despite it being a busy intersection used by many people.

The Chair foreshadowed an additional motion to the officer's recommendations. He said the additional motion would allow Mayor Barry and the Chairs of committees the authority to give final approval after receiving further advice. He explained that this would help address concerns raised during the meeting and meet the need for urgency.

The Director Economy and Development advised that officers had received feedback on the significant risks for pedestrians and cyclists crossing near the Waterloo/Waiwhetū Road roundabout. He said officers aimed to make the intersection safer for everyone.

In response to a question from a member, the Transport Engineering Manager assured members that the proposed crossings followed national guidelines and aligned with regional practices.

In response to questions from members, the Director Economy and Development advised the following:

- it was standard practice for officers to consult residents before planning road installations.
- there was limited time for NZTA funding for the road crossing projects. Delaying the decision until the May 2024 Committee meeting would be too late.

Cr Mitchell noted best outcomes were less likely when there was a lack of consultation. He believed officers had missed an opportunity to receive valuable feedback by not consulting widely enough. He asked for a programme of work from Council's Transport team in future to forewarn members of planned work.

Cr Dyer agreed to support the recommendations to avoid delays that could potentially put the funding at risk. He expressed concern that the members could approve a design that might not result in the best outcome. He believed the consultation letter should have also been included with the report. He believed that this would instil confidence in members that residents had received the same proposal that was included in the report.

Cr Barratt stated that she would not support the recommendations due to the lack of consultation.

Mayor Barry agreed to support the recommendations to avoid delays that might put the funding at risk. He signalled he would not support future recommendations if he did not have confidence in the consultation process.

The Project Delivery Manager, Transport stated that officers would improve their communication and consultation practices.

#### RECOMMENDATION: (Cr Edwards/Cr Stallinger) Minute No. IARCC 24104

"That the Committee recommends that Council:

- (1) notes the Chair of the Traffic Subcommittee has referred this traffic matter to the Infrastructure and Regulatory Committee;
- (2) approves the installation of a new raised crossing on Harcourt Werry Drive, east of Kennedy Good Bridge, as shown in Appendix 1 to the report, subject to speed advisory arrangement approval by the Mayor and Chairs of Committees; and
- (3) approves the installation of two new raised pedestrian crossings at the Waterloo Road/Waiwhetū Road roundabout intersection as shown in Appendix 2 to the report."

#### 6. THREE WATERS UPDATE

Report No. IARCC2024/1/48 by the Strategic Advisor

Blair Johnson, Head of Wastewater Contracts for Wellington Water Limited (Wellington Water) and John Donnachie, Senior Communications and Engagement Advisor for Wellington Water, were in attendance for the item.

The Strategic Advisor elaborated on the report.

In response to questions from members, the Head of Wastewater Contracts, Wellington Water, provided the following answers:

- Wellington Water was confident it had identified the cause of the odour at the Seaview Treatment Plant and would focus on treating the most odorous areas.
- Wellington Water was developing a communications plan to publicise the
  quarterly meetings to a wider audience than those registered as interested
  parties in the odour issue. It would also provide monthly updates to
  interested parties via various platforms, including its website. Wellington
  Water's Iwi Engagement Manager would liaise with iwi regarding the issue.
- Greater Wellington Regional Council (GWRC) was informed of the Seaview Treatment Plant work programme. When complaints were received, GWRC sent enforcement officers to investigate the issue. There were 41 complaints in January 2024, 31 complaints in February 2024, and additional complaints had been received in March.
- The plant kept doors closed and covers on to reduce objectionable odours when work was being done. A project management plan would provide long term measures to prevent odours during wider capital works.

The Strategic Advisor confirmed that Wellington Water would inform all registered parties and Councillors in advance if any work was planned that might cause odour. He said that planning work was being carried out that considered the expected life of assets and their resilience, to meet long term requirements.

RESOLVED: (Cr Edwards/Cr Mitchell)

Minute No. IARCC 24105

"That the Committee receives the report and notes its contents."

#### 7. REGULATORY MATTERS

Report No. IARCC2024/1/49 by the Head of Planning

The Head of Planning elaborated on the report.

In response to questions from a member, the Head of Planning provided the following answers:

- Council had carried out some initial assessments on the costs of widening Marina
  Grove. For a full road widening the estimate cost was \$1 million and for a partial
  widening the estimate cost was \$250,000. Under Council's current Development and
  Financial Contributions Policy this development would be subject to a payment of
  approximately \$350,000 in development contributions. Approximately \$58,000 of this
  would go towards transport / roading impacts.
- Council also explored levying an additional financial contribution towards traffic
  management costs from this development. However, this was not possible based on
  the current District Plan. Through the District Plan review process officers were
  exploring how this could be addressed in the future by reducing the high trip
  generation threshold from 60 units to 20 units.
- The Director Economy and Development advised that the draft Long Term Plan consultation proposed a funding plan for streets facing pressure due to housing intensification. He added this proposal had been included in Council's submission for funding through the National Land Transport Programme.

In response to questions from members, the Building Control Manager advised Council's consenting timelines had improved. He expressed confidence that officers would process 95% of consents within the required time limit, within the next two months. He said that Council's workload usually experienced peaks and troughs, but with the improved processes in place, they would be better able to work with and predict them.

Cr Barratt expressed disappointment that there were no plans to improve Marina Grove. She asked that any plans be communicated to residents.

RESOLVED: (Cr Edwards/Cr Stallinger)

Minute No. IARCC 24106

"That the Committee receives and notes the information."

## 8. PROPOSED TEMPORARY ROAD CLOSURE: MURITAI ROAD FOR THE EASTBOURNE MEMORIAL RETURNED SERVICES ASSOCIATION ANZAC DAY EVENT 2024 - 2026

Report No. IARCC2024/1/50 by the Traffic Engineer - Contractor

The Traffic Engineer – Contractor elaborated on the report.

#### RESOLVED: (Cr Edwards/Cr Mitchell)

Minute No. IARCC 24107

"That the Committee:

- (1) notes and receives the information;
- (2) notes that the recommendations should not be amended without first carrying out further consultation with affected parties and verification from Council's Traffic Engineer that the amendment(s) are not likely to cause an unreasonable impact on traffic;
- (3) agrees to temporarily close the following road, subject to the conditions listed in the Traffic Impact Report attached as Appendix 1 to the report:

Muritai Road, Eastbourne (the section of road between the intersections of Rimu and Makaro Streets);

Anzac Day Service – 2024: Thursday 25 April 2024 between the hours of 8:00am to 11:00am (attached as Appendix 2 to the report);

Anzac Day Service – 2025: Friday 25 April 2025 between the hours of 8:00am to 11:00am (attached as Appendix 2 to the report);

Anzac Day Service – 2026: Saturday 25 April 2026 between the hours of 8:00am to 11:00am (attached as Appendix 2 to the report); and

(4) agrees to temporarily rescind the existing parking restrictions during the listed event and impose a 'No Stopping' parking restriction on the following roads:

Muritai Road, Eastbourne (the section of road between the intersections of Rimu and Makaro Streets);

Anzac Day Service – 2024: Thursday 25 April 2024 between the hours of 8:00am to 11:00am (attached as Appendix 2 to the report);

Anzac Day Service – 2025: Friday 25 April 2025 between the hours of 8:00am to 11:00am (attached as Appendix 2 to the report); and

Anzac Day Service – 2026: Saturday 25 April 2026 between the hours of 8:00am to 11:00am (attached as Appendix 2 to the report)."

## 9. PROPOSED TEMPORARY ROAD CLOSURES: LAINGS ROAD, KNIGHTS ROAD AND QUEENS DRIVE, HUTT CENTRAL - ANZAC DAY DAWN SERVICE 2024 2026

Report No. IARCC2024/1/51 by the Traffic Engineer

The Traffic Engineer - Contractor elaborated on the report.

#### RESOLVED: (Cr Edwards/Cr Barratt)

Minute No. IARCC 24108

"That the Committee:

- (1) notes and receives the information;
- (2) notes that the recommendations should not be amended without first carrying out further consultation with affected parties and verification from Council's Traffic Engineer that the amendment(s) are not likely to cause an unreasonable impact on traffic;

(3) agrees to temporarily close the following roads, subject to the conditions listed in the attached Traffic Impact Report attached as Appendix 1 to the report:

Anzac Day Dawn Service – 2024: Thursday 25 April 2024 between the hours of 5:00 to 11:00am, attached as Appendix 2 to the report;

Anzac Day Dawn Service – 2025: Friday 25 April 2025 between the hours of 5:00 to 11:00am, attached as Appendix 2 to the report;

Anzac Day Dawn Service – 2026: Saturday 25 April 2026 between the hours of 5:00 to 11:00am, attached as Appendix 2 to the report;

- (a) Laings Road, Hutt Central (the section of road between the intersections of Myrtle Street and Queens Drive); between 5.00am- 6.00am;
- (b) Knights Road, Hutt Central (the section of road between the intersections of Stevens Grove and Laings Road); between 5.00am- 6.00am;
- (c) Queens Drive, Hutt Central (the section of road between the High Street roundabout and Laings Road); between 5.00am 11.00am; and
- (4) agrees to temporarily rescind the existing parking restrictions during the listed event, and impose a 'No Stopping' parking restriction on the following roads:

Anzac Day Dawn Service and Wreath Laying – 2024: Thursday 25 April 2024 between the hours of 5:00 to 11:00am, attached as Appendix 2 to the report;

Anzac Day Dawn Service – 2025: Friday 25 April 2025 between the hours of 5:00 to 11:00am, attached as Appendix 2 to the report;

Anzac Day Dawn Service – 2026: Saturday 25 April 2026 between the hours of 5:00 to 11:00am, attached as Appendix 2 to the report;

- (a) Laings Road, Hutt Central (the section of road between the intersections of Myrtle Street and Queens Drive); between 5.00am- 6.00am;
- (b) Knights Road, Hutt Central (the section of road between the intersections of Stevens Grove and Laings Road); between 5.00am- 6.00am; and
- (c) Queens Drive, Hutt Central (the section of road between the High Street roundabout and Laings Road), between 5.00am 11.00am."

#### 10. TRANSPORT ACTIVITY MANAGEMENT PLAN

Report No. IARCC2024/1/52 by the Principal Advisor - Micromobility Programme

The Principal Advisor - Micromobility Programme elaborated on the report.

The Director Economy and Development provided a verbal update on the latest Transport Government Policy Statement (GPS) and its implications. He highlighted that the government's focus had shifted towards economic growth and productivity, increased maintenance and resilience, safety and value for money. He noted that the government was now focused on reducing congestion, freeing up land for housing and ensuring safe and quick transportation of people. He advised that the Transport Activity Management Plan (AMP) was based on the previous draft GPS and would need to be

updated. He said officers would hold discussions with NZTA in the coming weeks to determine the extent of the changes required.

In response to a question from a member, the Director Economy and Development agreed that the AMP could be reported back to the Committee, depending on the NZTA deadline for the final version.

RESOLVED: (Cr Edwards/Deputy Mayor Lewis)

Minute No. IARCC 24109

"That the Committee:

- (1) receives and notes the report;
- (2) notes the Transport Activity Management Plan (AMP) underpins Council's National Land Transport Plan (NLTP) 2024-27 submission for Maintenance, Operating and Renewals (MOR) funding from the NZ Transport Agency (NZTA) and focuses on subsidised activities;
- (3) notes the November 2023 report IARCC2023/5/358 considered by the Infrastructure and Regulatory Committee, set out the matters relating to the MOR funding and AMP submission made to NZTA on 8 December 2023;
- (4) notes the AMP attached as Appendix 1 to the report is the version submitted on 8 December 2023;
- (5) notes that no NZTA feedback has been received, but when feedback is received, or the MOR funding amounts are agreed upon, the AMP may need to be updated; and
- (6) notes that officers will only revisit this AMP with Council if decisions outside their delegations are required."

#### 11. INFORMATION ITEM

#### Infrastructure and Regulatory Forward Programme 2024

Memorandum dated 20 February 2024 by the Democracy Advisor

RESOLVED: (Cr Edwards/Cr Stallinger)

Minute No. IARCC 24110

"That the Committee receives and notes the Forward Programme for 2024 attached as Appendix 1 to the memorandum."

#### 12. QUESTIONS

There were no questions.

#### 13. EXCLUSION OF THE PUBLIC

RESOLVED: (Cr Edwards/Cr Mitchell)

Minute No. IARCC 24111

"That the public be excluded from the following parts of the proceedings of this meeting, namely:

14. Recommendation to TE KAUNIHERA O TE AWA KAIRANGI | Council - 27 March 2024

Te Wai Takamori o Te Awa Kairangi - Property Matters

- 15. National Land Transport Plan (NLTP) 2024-27 Improvement Projects and Low Cost, Low Risk Projects Final Submission
- 16. Cross Valley Connections Programme Update

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A)	(B)	(C)
General subject of the matter to be considered.	Reason for passing this resolution in relation to each matter.	Ground under section 48(1) for the passing of this resolution.
Te Wai Takamori o Te Awa Kairangi - Property Matters.	The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.
National Land Transport Plan (NLTP) 2024-27 Improvement Projects and Low Cost, Low Risk Projects - Final	The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding

Submission. negotiations) (s7(2)(i)). exist. Cross Valley That the public conduct of *The withholding of the* the relevant part of the Connections *information is necessary to* Programme Update. enable the local authority to proceedings of the meeting would be likely to result in carry on, without prejudice or disadvantage, the disclosure of negotiations (including information for which good commercial and industrial reason for withholding negotiations) (s7(2)(i)). exist.

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

The Chair declared the public part of the meeting closed at 3.26 pm and the public excluded part of the meeting closed at 3.55 pm.

S Edwards <u>CHAIR</u>

CONFIRMED as a true and correct record Dated this 27th day of March 2024

## **ASSET MANAGEMENT POLICY**



### **COUNCIL GROUP**

Division Assets and Facilities

Date created February 2024

Publication date March 2024

Review period January 2027

Owner Head of Assets and Facilities

Approved by Council

Version	Author	Date	Description
		DD/MM/YYYY	Approved by Council.
V 1.0	<mark>Name</mark>	DD/MM/YYYY	Approved by Urban Plus Board.
		DD/MM/YYYY	Approved by Seaview Marina Board.
V 2.0	Name	DD/MM/YYYY	Reviewed.

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#### 1. INTRODUCTION

Hutt City Council's vision for Te Awa Kairangi Lower Hutt is a city where everyone thrives. We are entrusted to provide a wide range of services to our communities that require the ownership and stewardship of physical assets. Implementing asset management practices allows us to manage assets sustainably and effectively over their full life span, to maximise benefits and reduce risks, for present and future generations. This policy establishes corporate leadership, direction and commitment for implementing asset management across the Council Group.

#### 2. PURPOSE

The Asset Management Policy outlines our fundamental principles that will guide consistent asset management across the Council Group. Supporting mana whenua in their role of kaitiakitanga (guardianship) is the central pillar of this policy, as we seek to manage assets in a way that benefits both present and future generations.

This policy has been developed to support the following objectives:

- To future proof and make our communities resilient, by improving investment decisions and planning processes to ensure reliable, consistent and quality service delivery, in the face of significant environmental challenges
- To provide clear leadership and commitment to improve the level of asset management accountability and capability across Council Group
- To enable fit-for-purpose approach that aligns our asset management practices with the International Standard for Asset Management (ISO 5500X series).

#### 3. SCOPE

This policy applies across Council Group, including Hutt City Council internal departments and the following Council Controlled Organisations (CCOs):

- Seaview Marina Limited
- Urban Plus Limited

The assets and activities considered within the scope of the policy include:

- Physical assets and supporting systems that are owned and/or managed by Hutt City Council.
- Activities related to the management of assets carried out either by Hutt City Council or an outsourced service provider who is required to plan, establish, implement, manage and continually improve the asset portfolio and/or the asset management system.

The scope of this policy excludes service areas where assets are <u>not</u> owned and/or managed by Hutt City Council. However, we will communicate this policy to strategic partners and others managing assets within Te Awa Kairangi Lower Hutt, and seek their alignment with the policy where:

- Hutt City Council is making a financial contribution towards assets that support community services provided by others
- Hutt City Council own the land, but is leased or licenced to others to develop, own and manage assets on it.

#### 4. ASSET MANAGEMENT PRINCIPLES

In managing our assets, we seek to embed the fundamentals of asset management as set out in ISO55000, into our asset management practices:

- Value: Assets exist to provide value to the organisation and its stakeholders.
- Alignment: Asset management translates the organisational objectives into technical and financial decisions, plans and activities.
- Leadership: Leadership and workplace culture are determinants of realisation of value.
- Assurance: Asset management gives assurance that assets will fulfil their required purpose.

We have adopted the following set of principles to underpin our asset management practice, recognising the role we play in securing a sustainable environment for current and future generations.

Hutt City Council is committed to:

- Long term sustainability: We manage our assets in accordance with sustainable development principles including due consideration of long-term financial, societal, cultural and environmental impacts, particularly carbon reduction and impacts of climate change.
- Life cycle approach: We aim to get best value for money over the whole life of the asset, including acquisition, operations, maintenance, resilience, renewal and decommissioning of assets when required to recycle investment.
- Meaningful partnership: We partner with Mana Whenua to ensure their values and culture are reflected in our approach to asset management and recognise their role in achieving our shared outcomes.
- Stakeholder engagement: We engage with our communities and stakeholders to understand their current and future needs and expectations, while seeking to balance cost, risk and performance of assets.
- Strategic alignment: Our asset management decision-making and planning aligns with our Te
   Tiriti o Waitangi obligations, relevant national and regional policies and Council strategies.
- Integrated approach: We integrate asset investment and management activities within the business through strategic conversations, corporate and business planning, budgeting and reporting processes.
- Transparent decision making: We use formal, consistent, repeatable approaches to decision
  making, including accurate and up to date information and data as evidence, to balance long and
  short term investment decisions.
- Managing risk: We identify risks that could compromise the sustainability and resilience of our assets and manage these within our risk management framework.
- Supporting asset management: We prioritise and direct resources, expenditure and capability to implementing the asset management system and practices, in order to deliver agreed community outcomes.
- **Compliance:** We comply with the Local Government Act Part 6 (Planning) and all other relevant legislative, regulatory and statutory requirements.
- Reviewing performance: We monitor, report on and review performance of assets and relate this
  to public benefit, adjusting to meet agreed community outcomes as required.
- Continual improvement: We uphold asset management as a priority and strive towards a best
  practice approach that focuses on performance, continual improvement and personal leadership.

#### 5. ROLES & RESPONSIBILITIES

This policy recognises the primary role of corporate and other senior leadership necessary to a well-functioning Asset Management System and the asset management culture within Hutt City Council.

Role	Responsibility
Council Elected Members	Approve the Asset Management Policy Approve asset funding through financial plans Priority setting and articulating community values
Corporate Leadership Team (CLT)	Endorse this policy and any amendments Approve funding and resources for implementation Approve any exceptions to the policy Lead the implementation of the Asset Management Policy across the organisation
CCO Governing Bodies	Lead the implementation of the Asset Management Policy across the organisation
Asset Management Steering Committee	Leading adoption of the policy within departments  Communication of policy across the organisation
Other staff & service providers	Comply with the asset management principles outlined in this policy

#### 6. **DEFINITIONS**

The following definitions apply to this document:

**Assets** means physical assets and supporting systems recognised by Hutt City Council. Examples include land, buildings, structures, transport system, three waters infrastructure, plant and equipment, natural assets, cultural and heritage collections, ICT systems, digital services and asset information/data

**Asset life cycle** encompasses all stages, from asset creation to asset end-of-life, involved in the management of an asset (based on ISO 55000, 3.2.2, 3.2.3), and would typically include planning, acquisition, operations, maintenance, resilience, renewal and decommissioning of redundant assets.

**Asset management** is the coordinated activity of an organisation to realise value from assets (ISO 55000, 3.3.1).

**Asset management objectives** are specific measurable results to be achieved through asset management. They provide direction for the organisation to ensure that its asset portfolio can fulfil its requirements. Objectives should be available as documented information in the SAMP. Levels of service are one type of objective that enable the organisation to meet the service needs of the customers and users of its asset(s).

**Asset Management Plan (AMP)** is documented information that specifies the activities, resources and timescales required for an individual asset, or a grouping of assets, to achieve the organisation's asset management objectives (ISO 55000, 3.3.3). Refer Appendix A.

**Asset Management Policy** documents the intentions and direction of an organisation as formally expressed by its top management (ISO 55000, 3.1.18). It is a short statement that sets out the principles by which the organisation intends to apply asset management to achieve its organisational objectives. The policy relates to the organisational leadership's overarching intentions for assets,

asset management and the asset management systems and does not relate to specific assets (ISO 55002, 5.2). Refer Appendix A.

**Asset Management System** is the management system for asset management whose function is to establish the asset management policy and asset management objectives (ISO 55000, 3.4.3).

**Council Group** is the whole Hutt City Council organisation made up of all Hutt City Council internal departments and Council Controlled Organisations (CCOs).

**Infrastructure Strategy** is a requirement of the Local Government Act 2002 Section 101B (1). It provides a long term financial forecast (for a period of at least 30 consecutive years) and outlines how infrastructure assets are to be managed. Section 101B (6) defines the infrastructure assets that must be included in the strategy. Refer Appendix A.

International Standard for Asset Management (ISO 5500X series) consists of three separate documents: ISO 55000 – the concepts and definitions which underpin the standards, ISO 55001– the requirements that make up the standard, and ISO 50002 – guidance on the requirements. The standard was released in early 2014.

Levels of service are parameters, or combination of parameters, which reflect social, cultural, environmental and economic outcomes Hutt City Council delivers. The parameters can include safety, customer satisfaction, quality, quantity, capacity, reliability, responsiveness, environmental acceptability, cost and availability. Levels of service statements describe the outputs or objectives Hutt City Council intends to deliver to customers.

**Management System** is a set of interrelated or interacting elements of an organisation to establish policies and objectives and processes to achieve those objectives (ISO 55000, 3.4.2)

Strategic Asset Management Plan (SAMP) is documented information that specifies how organisational objectives are to be converted into asset management objectives, the approach for developing asset management plans, and the role of the asset management system in supporting achievement of the asset management objectives (ISO 55000, 3.3.2). Refer Appendix A.

#### 7. OTHER RELEVANT POLICIES & STRATEGIES

- Infrastructure Strategy in accordance with the Local Government Act 2002
- Long Term Plan in accordance with the Local Government Act 2002
- Strategic Asset Management Plan(s) (commencing development)
- Asset Management Plans
- Seismic Performance of Council Buildings
- Heritage Policy (Te Ao Māori)
- Arts & Culture Policy
- Treasury Risk Management Policy
- Lower Hutt Climate Action Pathway
- Interim Carbon Reduction and Climate Resilience Plan for Hutt City Council
- Integrated Transport Strategy
- Reserves Investment Strategy
- Reserves Strategic Direction
- Regional Living Well Strategy
- Regional Places and Spaces Plan
- Regional Sports Fields Plans
- Waste Management and Minimisation Plan
- Indigenous Biodiversity Strategy (in development)

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## 8. IMPLEMENTATION

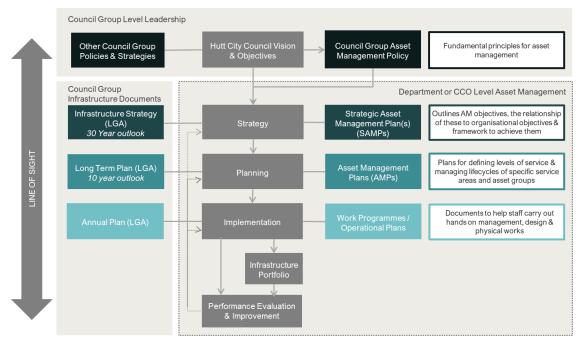
The approach to implementing the principles outlined in this policy should be documented in the Strategic Asset Management Plan(s) (SAMPs). Refer Appendix A.

## 9. POLICY REVIEW

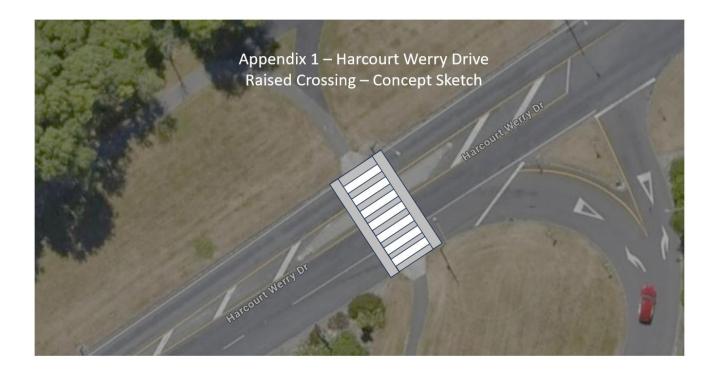
This is the first version of this policy. This policy will be reviewed every three (3) years in a timeframe to fit Hutt City Council's needs to ensure Hutt City Council's values and objectives are being met.

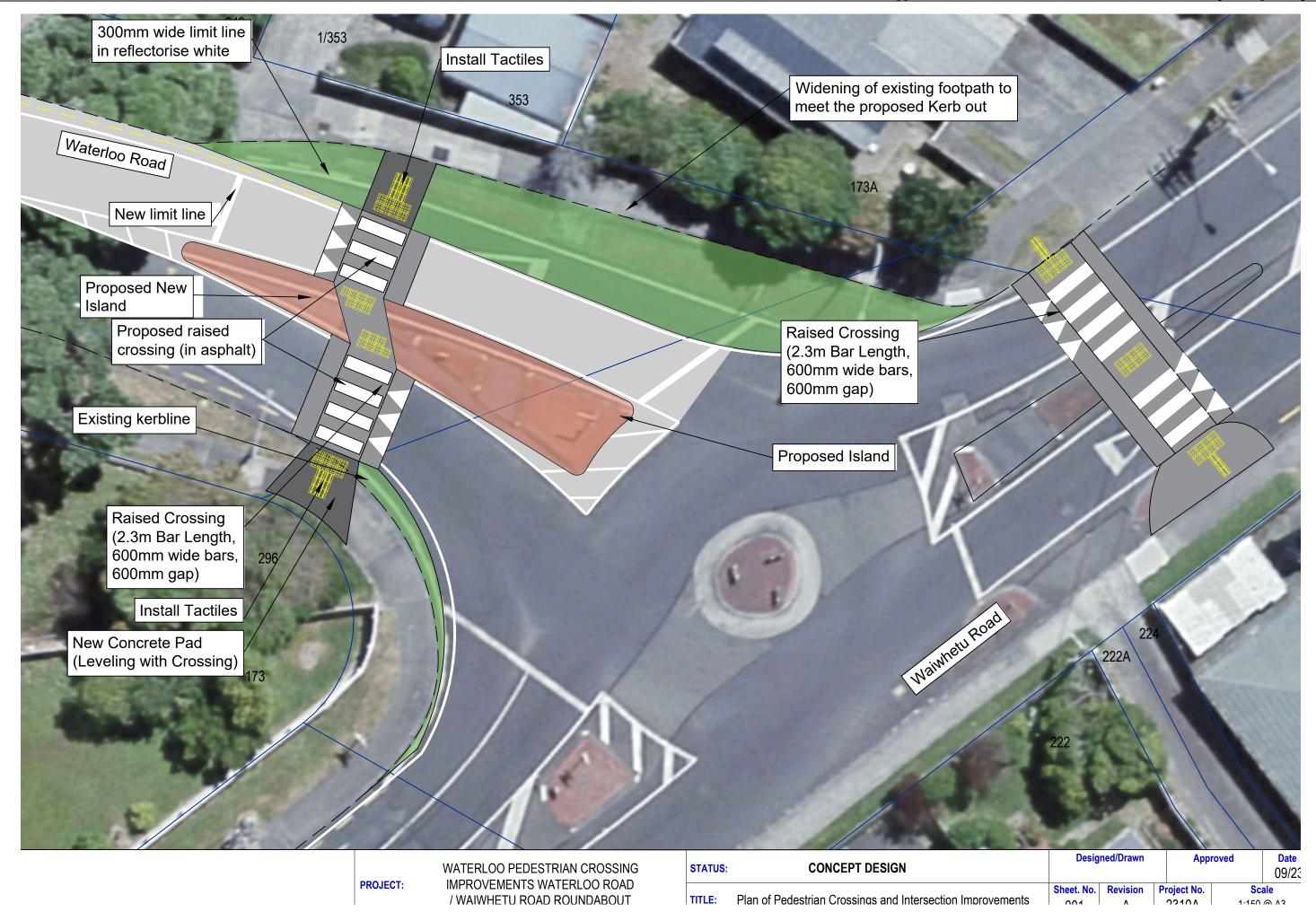
## **APPENDIX A – ASSET MANAGEMENT SYSTEM**

The diagram below shows how the Council Group Asset Management Policy sits at an organisational leadership level providing clear direction for implementing asset management at the department or CCO level.



Note: Only the primary connections are shown to avoid over-complexity.







11 March 2024

Report no: HCC2024/1/72

# Te Herenga Kairangi - Māori Strategy

#### **Purpose of Report**

1. The purpose of this report is to seek approval of *Te Herenga Kairangi* as the Hutt City Council's (Council's) Māori Strategy.

#### Recommendations

That Council:

- (1) adopts *Te Herenga Kairangi* as Council's Māori Strategy, attached as Appendix 1 to the report; and
- (2) notes that if adopted, a press release will be issued and *Te Herenga Kairangi* will be published on the Hutt City Council website.

For the reason(s) That on 28 February 2024 the Communities, Culture and Partnerships Committee (the Committee) approved *Te Herenga Kairangi* in principle, subject to input from Mana Whenua and final approval by Council.

#### **Background**

- 2. The Local Government Act 2002 requires councils to demonstrate how they are improving outcomes for Māori through the long-term plan. The purpose of developing a Māori strategy is to set a direction for Council that flows through to investment decisions and better outcomes for all Māori in Te Awa Kairangi ki Tai Lower Hutt.
- 3. On 28 February 2024 the Communities, Culture and Partnerships Committee (the Committee) resolved the following:

RESOLVED: (Cr Brown/Cr Barratt)

Minute No. CCPC 24101

"That the Committee:

- (1) notes that on 6 November 2023, the Communities, Culture and Partnerships Committee agreed the proposed framework for the Rautaki Māori/Māori Strategy;
- (2) notes the draft "Te Herenga Kairangi the interwoven ambition to thrive" Strategy (draft Strategy) is attached as Appendix 1 to the report;
- (3) notes that as a result of further consultation, the proposed title of the draft strategy will change to "Te Herenga Kairangi the interwoven ambition to thrive";

- (4) notes that consultation with Mana Whenua partners and hapori (community) Māori has informed the development of the draft Strategy;
- (5) notes the existing formal Māori relationships held with Council are illustrated at Appendix 2 attached to the report;
- (6) notes that the draft Strategy will be discussed with Mana Whenua at the Quarterly Hui in March 2024;
- (7) approves the draft Strategy in principle, subject to input from Mana Whenua and final approval by Council; and
- (8) agrees that the first progress update on the implementation of Te Herenga Kairangi will be provided to the Committee six months after the Strategy has been approved."

#### **Discussion**

Name and Cultural Narrative for Te Herenga Kairangi

- 4. "Te Herenga Kairangi the Interwoven Ambition to Thrive" is a metaphor that emphasises the shared ambitions held within Te Awa Kairangi Lower Hutt. It reflects Council's commitment to improve outcomes for Māori, acknowledges Te Tīriti o Waitangi, and emphasises the valued relationships with Tangata Whenua.
- 5. The Strategy is structured to establish a clear cultural narrative that frames the outcomes and actions and is woven throughout the document.

Content Updates for Te Herenga Kairangi

- 6. Feedback on the draft Strategy was gathered from Te Rūnanganui o Te Āti Awa ki Te Upoko o Te Ika a Māui, Taranaki Whānui ki Te Upoko o Te Ika and, Te Rūnanga o Toa Rangatira on 26 February 2024; and from Wellington Tenths Trust and Palmerston North Māori Reserve Trust on 14 March 2024.
- 7. Changes as a result of this feedback include:
  - a. The acknowledgement and promotion of the local signing of Te Tiriti o Waitangi 29 April 1840.
  - b. Cultural narrative to have more clarity.
  - c. Clarification on Council's Mana Whenua relationships.
  - d. Inclusion of Mana Whenua taonga such as local history and ōhākī.
  - e. Support of concepts related to the inclusion and acknowledgement of significant natural landmarks; and connection to Te Mana o Te Wai.
  - f. Partnering with integrity and intent.
  - g. Inclusion of becoming a Te Tiriti-centric organisation.
  - h. Strategic alignment opportunities to Mana Whenua priorities.
  - 8. The Mayor's Foreword has also been added to the Strategy.

120 27 March 2024

9. The proposed final version of *Te Herenga Kairangi*, is attached as Appendix 1 for Council approval.

#### **Next Steps**

- 10. If approved, *Te Herenga Kairangi* will undergo a design process and the final designed document will be made available on the Council's website.
- 11. Following this meeting, a press release on *Te Herenga Kairangi* will be issued and the strategy will be published on the Hutt City Council website in its current form as a placeholder pending the completion of the design process.

#### **Climate Change Impact and Considerations**

12. The matters addressed in this report have been considered in accordance with the process set out in Council's <u>Climate Change Considerations Guide</u>.

#### Consultation

- 13. Mana Whenua have been engaged in the development of the Strategy through the Quarterly Mana Whenua hui and Kahui Mana Whenua hui.
- 14. Feedback from mātāwaka was sought at Te Rā o Te Raukura on 27 January 2024.

#### **Legal Considerations**

15. Not applicable.

#### **Financial Considerations**

16. Not applicable.

#### **Appendices**

No.	Title	Page
1 <u>₽</u>	Te Herenga Kairangi - the Interwoven Ambition to Thrive	121

**Author:** Holly Houpapa

Senior Policy Advisor | Pou Tohutohu Kaupapa Here Matua-Maori

Author: Rachel Houlbrooke

Policy Lead

**Reviewed By:** Richard Hardie Head of Strategy and Policy

Reviewed By: Kaanihi Butler-Hare

Tumuaki Māori

**Reviewed By:** Jarred Griffiths Director Strategy and Engagement

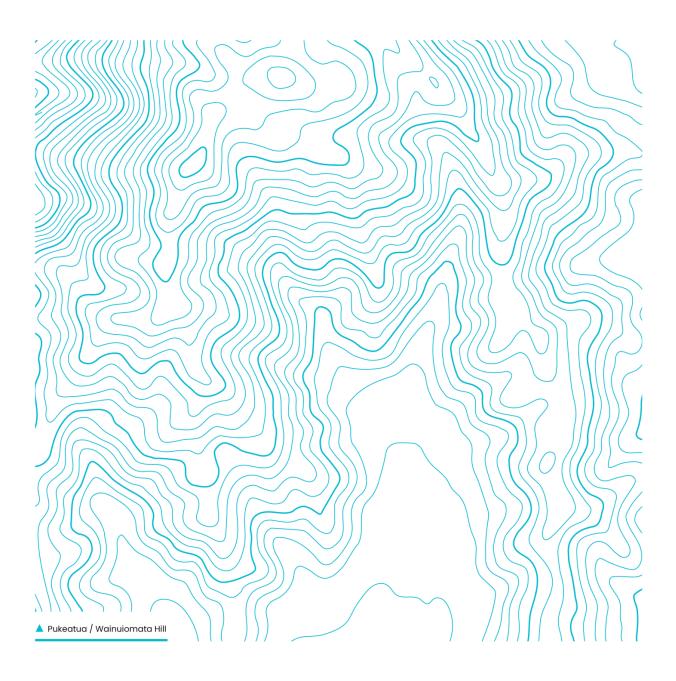
**Approved By:** Jo Miller

Chief Executive



# [Draft] Te Herenga Kairangi (2024-2034)

## The Interwoven Ambition to Thrive



### Karakia

Moe ara rā te kura nui

Moe ara rā te kura roa

Moe ara rā te kura taketake

Tēnei te mai orooro, tēnei te mai aweawe.

Ka rongo te pō, ka rongo te ao

Ka rongohia i ngā wai taketake i Tararua

Ka riporipo i ngā awa o Awa Kairangi, o Ōpahu, o Waiwhetū, o Awamutu

He awa tipua, he awa tawhito

E rarau ngā tapuwae o tua

E rarau ngā tapuwae o tata

Huakina rā te ākau tangi

E wawara ana i ngā hā taitai o Raukawakawa

He kura ki tua, he ara ki tua.

E rongo whakairi ake kia tīna

Haumi e, hui e, tāiki e

### Mihimihi

Ko ngā rārangi Mōunga i whao e tupua horo nuku, e tupua horo rangi tēnā te whakapuaki mai i te mōuri tupua, i te mōuri taketake, i te mōuri nō tua whakarere. Ko Puanga kai rau, ko Pōhutukawa tērā ka rewa ki te pae, ka rau mahara noa. Kei ngā raukura nui kua reia ki te kahu o Ranginui. He purapura whetū, ka pōhutu te ngākau kawa, he kawa nō aituā. Ka māuru te ngākau, he ngākau tūreikura. Ka uenukutia te roi i aku mata, ka rau mahara noa.

Tērā te huhua o ngā maioha ka tāpai ake ki runga i te mana e hora nei, ki runga i te ihi e wehi nei, ki runga i te raukura kua titia nei ki te whenua nō raurangi mā. Kei ōku tai pāhake, kei ōku tai pēperekou, tēnei he tātarakihi, te whāriki ake i te huhua o ōu ohaaki e titi kura ai ki Te Kaunihera o Te Awa Kairangi ki Tai.

Kei mahue i a au te tuku i ngā whakaaro nui ki ngā ahorangi o nāianei rangi, e whakatairanga ana i ngā pūtoi kura, i ngā tikitiki kura, me ngā tikanga tuku iho anō hoki. Kei ngā whītiki o te kī, ngā puna manaaki i te whakapapa, ngā mana kōrero o Te Āti Awa Taranaki Whānui, o Ngāti Toa Rangatira, e oha ana manawa i te matakuikuitanga o te aroha. Tēnei te nanaiore i ngā kura huna kei a koe, hei whāngaitanga i te hirikapo aroaro, i te hirikapo hiakai, e tātai ake i te anamata o te whenua e takoto nei.

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# Te Whakapapa o te Wai 🕕 The Lineage of Water

Below we have the lineage and physical journey of the river, Te Awa Kairangi, according to the oral histories of Mana Whenua. It speaks to the relationship of our waterways, to our environment and particular physical features of our landscape.

Ko Rangi, ko Papa
Tāne Mahuta = Hine-tū-pari-maunga
Pūtoto = Parawhenuamea
Tararua
Te Ake Tārewa
Kaitoke
Te Marua
Heretaunga
Pareraho
Pōkai Mangumangu
Puke Tirotiro
Puke Ariki
Puke Atua
Te Whanganui a Tara

#### Te Ōrokohanga II Origins

Many cultures across the world have the sky father and the earth mother as central pillars of their creation story. Similarly, Māori also recognise such origin stories in their own traditions. Many Māori pūrākau discuss how the origin of water comes from Ranginui, the sky father, and Papatūānuku, the earth mother. Together they had over 70 children, including Tāne Mahuta. Tāne Mahuta and Hine-tū-pari-maunga had a child named Pūtoto, who later married Parawhenuamea. This ancestral line is considered to be connected to the creation of freshwater (waterways, creeks, rivers and lakes) that simultaneously trickles down to the aquifer beneath the region and leads across the whenua over to the ocean - the realm of Tangaroa and Hinemoana.

#### Te Hurihanga o te Wai II The Cyclical Nature of Water

According to local pūrākau our river, Te Awa Kairangi, starts its journey as tear drops from Ranginui, symbolising his love for Papatūānuku. When these tears touch Papatūānuku, they first hit the highest mountain peaks before settling on the land below. As the water flows down the mountains, it creates waterfalls, waterways, and creeks, shaping the land and forming rivers. The water continues its journey, carving the landscape and filling lakes or making its way to the ocean. Once in the ocean, the water evaporates back into the atmosphere, symbolising Papatūānuku reciprocating her love for Ranginui and restarting the water's life cycle.

#### He Puna Ora II Te Awa Kairangi Springs Forth

As rain falls on the Tararua Ranges, the water travels down, forming Te Awa Kairangi – the Hutt river. Starting from Tararua, it flows through Te Ake Tārewa, continues on to Kaitoke and Te Marua, and then bids farewell to the boundary between Te Awa Kairangi i uta ki tai, Heretaunga. It passes Pareraho, Pōkai Mangumangu, Puke Tirotiro, and Puke Ariki before heading east towards Pukeatua, merging with the waters of Rotokākahi, Ōpahu, Ōkautū and, Te Momi. Eventually, it reaches the the river mouth converging with the Waiwhetū and Awamutu streams, then finally entering the expansive harbour of Tara and completing its journey to Te Moana o Raukawa (Cook Strait).

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## Kupu Whakataki nā te Koromatua II Foreword

#### [pikitia | picture]

He kura rau te kotahitanga, he raukura te manaakitanga. Strength in unity, unity in generosity.

The importance of unity and partnership is vital to making our city thrive. This is articulated in the purpose of Te Herenga Kairangi – the interwoven ambition to thrive. Sheltered by Te Tiriti o Waitangi, our hapori (community) ambitions and individual pursuits can operate in harmony with one another. This is how we embed intergenerational wellbeing and equity for our community.

Te Tiriti o Waitangi travelled down to our region and was eventually signed by Mana Whenua on 29 April 1840. Council recognises that our hapori Māori are foundational descendants of our community, our city Te Awa Kairangi ki Tai Lower Hutt, and Aotearoa New Zealand as a whole. Central to our work with hapori Māori are the Tākai Here (Memoranda of Partnership) that Te Kaunihera upholds with our Mana Whenua partners. We recognise that their kaitiakitanga (stewardship, guardianship) extends beyond their own iwi interests, but also to mātāwaka and tangata Tiriti alike.

In this way, our interests are very much interwoven. We are clear that the role of local government is as kaitiaki (stewards) of place and people. Community, economic, cultural and environmental wellbeing is at the heart of everything we do. I am proud of our partnerships and I know first-hand the importance of these relationships in becoming an effective Te Tiriti partner.

In supporting and contributing to outcomes for our hapori Māori, our city will only flourish as a result. While progress is demonstrated in the mahi that we collectively do here at Te Kaunihera o Te Awa Kairangi, I acknowledge that there is still plenty of work to be done to ensure long-term success.

I welcome the creation of Te Herenga Kairangi, our first rautaki Māori. I am proud of our hapori as we continue to enhance our understanding and practice of becoming a Tiriti-centric organisation. I am excited to see what our shared ambitions for Te Awa Kairangi ki Tai Lower Hutt will bring, and hope that realigning our ambitions with Te Awa Kairangi will interweave our shared aspirations for our future mokopuna (grandchildren).

Kia tau ngā manaakitanga ki runga i a koutou.

Nāku iti nei

[tuhinga ingoa II signature]

Mayor Campbell Barry Te Koromatua o Te Kaunihera o Te Awa Kairangi

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# Te Herenga Kairangi II Our Cultural Narrative

Our strategy is named Te Herenga Kairangi. This name is deeply embedded in a significant element of the city, the river itself - Te Awa Kairangi. Under Te Tiriti o Waitangi, Council recognises the special relationship with the whenua and the privilege our whole community holds in being able to call it home.

'Te Herenga' addresses two key aspects. Historically, our awa was previously known as Heretaunga. The Māori word 'herenga' can also be used to describe binding or joining together. This combination of meanings acknowledges the history of our region; and in doing so, we bind together our past with our present.

The name 'Kairangi' also holds dual significance. Firstly, it refers to the life-sustaining water source that nourishes the majority of residents in this region. It directly flows into the river, which traverses the western side and centre of our city, merging with waters flowing from the various streams that were once plentiful and significant. The second part explores the meaning of 'Kairangi' in Māori culture, which can denote something esteemed or the finest variety of greenstone. Which serves as a reminder for us to strive for success, recognising that success can vary for different people. In this context, Kairangi unites us in one's ongoing pursuit of excellence and well-being.

With this rich context flowing throughout, the intent or purpose of Te Herenga Kairangi is the interwoven ambition to thrive. These whakaaro (concepts) are aptly connected by the ōhākī (parting words) of Te Wharepouri, a tīpuna of Te Āti Awa:

"I muri nei kia pai ki aku taonga Māori, taonga Pākehā, kia tae ake te haruru o tō reo ki ahau i Te Reinga." "After I have gone be good to my Māori people and my European people, let the thunder of your voice reach me in the spirit land." - Te Wharepouri, Te Āti Awa, 1842

These words speak to how Mana Whenua are always striving to protect and work alongside all within our hapori. As we move through the rest of this document, notice how our narrative and our partners<sup>1</sup> are with us as we journey through the elements of the strategy that resonate with our wider hapori.

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<sup>&</sup>lt;sup>1</sup> This cultural narrative was informed by and developed in partnership with representatives of our Mana Whenua partners and by Council's Tumuaki Māori - Kaanihi Butler-Hare (Te Āti Awa, Ngāi Tuhoe).

# Tīmatanga Kōrero II Introduction

As a kāwanatanga entity within Aotearoa, Te Kaunihera o Te Awa Kairangi (Hutt City Council) recognises and honours its obligations to Te Tiriti o Waitangi and the indigenous people of the land – Tangata Whenua (Māori). Though the Local Government Act 2002 requires Council to demonstrate how it is creating better outcomes for hapori Māori, our actions are not solely driven by statute alone. We recognise our hapori Māori as an important sector of our community. Māori have a wealth of knowledge and expertise when it comes to the historical, cultural, natural, physical, economic and social environments of our region. Council genuinely looks forward to supporting and enhancing the positive role that Māori can play in shaping the future of our community.

It stands that the purpose of this strategic document is to provide an official platform for Māori and Council to work together - identify existing initiatives, highlighting gaps, planning and making relevant preparations for the future.

Te Herenga Kairangi is Council's first Māori strategy. Like the narrative that flows throughout this strategy, this is considered to be a living document. You will see the elements that are enduring, the things that guide Council's approach to our mahi. You will also see the elements that are provisional and allow Council to meet present needs and handle change. Overall, you can see how our strategy signals Council's intention for meaningful dialogue and partnership with Māori within our community.

For Council, this first iteration of Te Herenga Kairangi strategy sets in motion the next three years for improving outcomes for Māori in our rohe (region). Te Herenga Kairangi has been designed to interweave seamlessly with many existing Council initiatives, including our 2024-2034 Long-Term Plan. We acknowledge that our collective aspirations extend beyond the next three years and seek to ensure that the decisions made now will be felt by our hapori Māori in 10 years' time and beyond. We expect that the flow-on effects of Māori outcomes in Te Awa Kairangi ki Tai Lower Hutt will enhance and enrich our city as a whole.

## Mahere Rautaki || Strategic Framework

This overarching strategic framework sets out the purpose, guiding principles, outcomes, and prioritised actions for Te Herenga Kairangi. The structure was informed by good practice, but most importantly through engagement with our hapori Māori and Mana Whenua partners.



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# Te Pūtake o Te Herenga Kairangi II Purpose – the Interwoven Ambition to Thrive

The purpose of Te Herenga Kairangi is to interweave the collective ambitions within our hāpori to thrive in life. In this light, Council looks to the things that unite our community. Think to the lived experience that we collectively hold – as either pēpi, tamariki, rangatahi, pakeke and/or kaumātua – each perspective invites us to see the same in others.

Our purpose acknowledges that regardless of what stage in life we are in and regardless of whether one can identify as Tangata Whenua (indigenous people of Aotearoa) or tāngata Tiriti (people sheltered by Te Tiriti o Waitangi), we can all agree that everybody in our hapori wants to thrive in life. Council asserts that our collective hapori ambitions can coexist autonomously, peacefully and without prejudice in the space that we here at Council facilitate within our rohe. By working in partnership with Māori ambitions, we are only adding solutions to our collective progress into the future. Council sees that the whole community will benefit from the flow-on effects of such solutions.

#### Ngā Mātāpono II Principles

Our principles are the whakaaro (concepts) that Council uses to guide our collective approach to putting our purpose into practice and achieving its outcomes. These are the guiding principles of Te Herenga Kairangi:

- Te Tiriti o Waitangi
- Te Whare Tapa Whā
- Hutt City Council Organisational Pou

#### Te Tiriti o Waitangi

Council honours Te Tiriti o Waitangi by recognising and providing for the special relationships that Tangata Whenua hold with culture, traditions, land and taonga. The commitment to partnering with Māori in our rohe begins with recognising those who hold Mana Whenua status (inherited rights of land guardianship and ownership).

Council is clear that it has a relationship with Mana Whenua entities within our rohe and this is reflected in Council functions and activities. We acknowledge that these entities are perpetual kaitiaki (guardians) within our city and their wider regional remit. Their kaitiakitanga (guardianship or protection) interests reach across all people within the rohe – mana whenua, tangata whenua and tangata Tiriti alike. Open and honest communication between Council and Māori is an important step in strengthening this relationship. It does this by enabling Māori to be an active partner in determining their future wellbeing – as Tangata Whenua – as part of the entire community.

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#### Te Whare Tapa Whā

Te Whare Tapa Whā is a well-respected<sup>2</sup> holistic Māori health model that considers the wellbeing of a person to be multi-dimensional. Within Te Whare Tapa Whā, one is invited to view an individual or a group's collective health as a whare with four walls. Each wall represents something different – taha tinana (physical wellbeing), taha hinengaro (mental wellbeing), taha wairua (spiritual wellbeing) and taha whānau (social wellbeing). Laying the foundation for all of these things is of course the whenua and all that it hosts (environmental wellbeing). If any one of these five areas are compromised, then the overall wellbeing of the person is also affected.

The application of this model will consider the social, mental and academic, physical, spiritual and environmental implications to our hapori Māori when striving for our outcomes here at Council. We use this principle to guide our wellbeing-related outcomes.

#### **Hutt City Council Organisational Pou**

Council has identified four pou that serve as a business planning tool for staff. The pou can be described as:

Pou Tokomanawa	Our environment and culture provide a positive employee experience that enables our people to thrive
Pou Tāhū	Our Long Term Plan is delivered, enabling our city and communities to thrive
Pou Tuarongo	Our communities and their voices are at the heart of our work
Pou Whenua	Our Mana Whenua partners and their priorities, are at the core of our policies and practices

Council uses these components to align all our mahi to Te Tiriti o Waitangi and Long-Term Plan statutory requirements. This tool allows us to run our internal operations with cohesion and to apply a Te Ao Māori lens to all our activities.

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<sup>&</sup>lt;sup>2</sup> Durie, M. (1998). *Whaiora: Māori health development* (2nd ed.). Oxford University Press.

#### Ngā Tukunga Iho II Outcomes

This section outlines the outcomes that Council aims to achieve by implementing Te Herenga Kairangi. After consulting with our hapori Māori, outcomes were prioritised on key response areas. We also balanced our operational needs, internal and external factors. As a result, we have identified the following outcomes for our strategy:

- Council and hapori Māori have strong and trusting relationships
- Māori are healthy, culturally accepted, sheltered and economically secure
- Te Kaunihera o Te Awa Kairangi is a Te Ao Māori capable organisation

#### Council and Hapori Māori Have Strong and Trusting Relationships

Relationships are at the core of any change initiatives that involve hapori Māori. Actively partnering with integrity and intent will build trust, understanding, mutual respect and good will. Trust hasn't always been something that hapori Māori have experienced with local government historically. Council accepts that trust will take time, consistency and patience.

Continuity of presence is also a significant factor in relationship building among our hapori Māori. Ensuring that Council facilitates reliable forums for regular and consistent dialogue with Māori is important. We seek to maintain what works and identify what can be improved to understand what approach works best for our hapori Māori.

We are proud of the existing relationships that Council has hosted over the years to better engage with whānau Māori and work together to lead change. Council's existing Tākai Here Partnership agreements are an example of the strong and trusting relationships that are currently built between Council and Mana Whenua. Our partners include:

- Taranaki Whānui ki Te Upoko o Te Ika (Port Nicholson Block Settlement) Trust,
- Te Rūnanga o Toa Rangatira Incorporated,
- Wellington Tenths Trust,
- Palmerston North Māori Reserve Trust, and
- Te Rūnanganui o Te Āti Awa ki Te Upoko o Te Ika a Māui Incorporated

Te Herenga Kairangi reflects components of the Tākai Here agreements between Council and Mana Whenua, while also acknowledging there is opportunity to refresh this space in the context of our current time and place.

Council looks forward to applying guidance from Te Tiriti o Waitangi, and developing how we work with Tangata Whenua. We anticipate that solutions will not be one-size fits all and meaningful change may take time. However, we welcome moving forward and progressing together, united in our interwoven ambitions.

#### Māori are Healthy, Culturally Accepted, Sheltered and Economically Secure

Through consultation with our hapori Māori, we heard that living in a positive state of wellbeing would make the biggest difference to everyday whānau Māori lives. The wellbeing of one person (pēpi, tamariki, rangatahi, pakeke and kaumātua alike) is acknowledged to have an impact on the wider collective whānau. By extension, Council acknowledges that the health and wellbeing of our whānau Māori is felt by the wider hapori of Te Awakairangi.

During consultation wellbeing needs were described as: chronic health concerns, physical fitness initiatives, social behaviour, food insecurity, job insecurity and housing insecurity. In applying the guiding principle of Te Whare Tapa Whā, Council seeks to address holistic wellbeing outcomes. While guidance from Te Tiriti enables Council mahi to contribute to components of the economic wellbeing of whānau Māori. Council considers that addressing these issues helps the entire population – not just Māori.

#### Te Kaunihera o Te Awa Kairangi is a Te Ao Māori Capable Organisation

Council is committed to becoming a Te Ao Māori capable organisation by meaningfully embracing Te Tiriti and by incorporating the Māori world view into our culture, practices and policies. This has potential for multiple applications across our operational policies, processes and resources. Using our guiding principle of our Hutt City Council Organisational Pou, we aim for continuously improving our collective capability to better meet the cultural needs of our hapori Māori. In improving our Te Ao Māori comprehension in the workplace, we actively foster an inclusive environment in Council operations, while also creating a welcoming and familiar environment for our whānau Māori in the public services we provide such as customer service, community hubs and events.

#### Ngā Puna Koropupū II Action Plan

Our action plan for Te Herenga Kairangi is a collection of ongoing or project-based work. This allows us to practice consistent regulatory operations such as policy review, while also remaining flexible enough to meet the changing needs of the present day. The actions are directly aligned to our outcomes in the next three tables. Each have been further grouped into two priority areas to help us all understand how Council can deliver the three outcomes that resonate most with our hapori Māori.

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# Council and Hapori Māori have Strong and Trusting Relationships

	strong and trusting kelationships
Priority 1	Priority 2
Honouring the relationship that our Mana Whenua partners have with the land - Te Awa Kairangi ki Tai	Identify and develop best practices for Tangata Whenua engagement
Council is committed to strengthening and maintaining the priorities of our partners  Actions:	Council is committed to engaging effectively with all Māori in our community  Actions:
<ul> <li>Consistent engagement across the takiwā is developed to better accommodate time and resource capacity limitations</li> <li>In partnership with Mana Whenua, refine our Tākai Here agreements to ensure they are fit-for-purpose</li> <li>Mana Whenua decision-making and strategic alignment opportunities are identified and developed as needed</li> <li>Council provides effective opportunities for District Plan and Spatial Plan consultation to ensure strategic alignment with Mana Whenua priorities to uphold our commitment to Te Tiriti o Waitangi</li> <li>Investigate co-designing opportunities for other strategic and operational project work</li> <li>Identify and develop a cross-council approach to support Mana whenua in a region-wide Te Reo Māori strategy</li> <li>Naming Policy operational guidelines are developed in partnership with Mana Whenua</li> </ul>	<ul> <li>Council develops and maintains relationships with the seven marae in Te Awa Kairangi</li> <li>Research Ethics Policy, Privacy Policy and Data Strategy are applied to all operational work where hapori Māori data is applicable</li> <li>Development of the Rangatahi Engagement Strategy in consultation with hapori Māori for intergenerational outcomes</li> <li>Council identifies and addresses equitable power dynamics in current/future relationships with hapori Māori</li> <li>Participation in developmental programmes such as the Tuia Programme</li> <li>Participation in and promotion of key celebratory events in the Māori calendar such as Matariki</li> <li>Rāhui and Sudden Death Policy operational guidelines and implementation are developed to ensure effective internal and external communications</li> </ul>

# Māori are Healthy, Culturally Accepted, Sheltered and Economically Secure

Priority 1	Priority 2
Holistic wellbeing needs are being factored into our work programmes and approach	Economic wellbeing needs are identified and addressed
Council considers physical, social, spiritual, environmental and mental wellbeing implications for Tangata Whenua in its work  Actions:	Council recognises that Maōri economic resilience contributes to wider socio-economic effects in the community  Actions:
<ul> <li>Continue support of Healthy Families         Partnership initiatives. Including         championing wellbeing equity, reducing         alcohol and smoking related harm, and         reducing health barriers for hapori Māori</li> <li>Educational, academic and social support         programmes are made accessible to         hapori Māori through Community Hubs and         Library Services</li> <li>Develop Marae Emergency Hubs support to         ensure adequate resourcing for the         continuation of services in Emergency         Management</li> <li>Develop a Te Reo Māori policy</li> <li>Investigate the development of a Te Reo         Māori digital application</li> <li>Ensure promotion of physical activities to         hapori Māori through on-site         communications at facilities i.e. Hubs.</li> <li>Investigate equity in community access to         sport and recreation through the Review of         Investment and Sport</li> <li>Ensure kaitiakitanga of and accessibility to         the natural water sources within Te Awa         Kairangi such as springs, fountains,         beaches and rivers</li> <li>Connect whānau Māori through key Māori         and/or community events such as Matariki,         Te Tiriti celebrations and kaumātua events</li> </ul>	<ul> <li>Collaborate with external organisations to collectively address and mitigate issues such as homelessness, city safety, as well as food, job or financial insecurity. This includes:         <ul> <li>implementation of the Homelessness Strategy Action Plan, particularly where tangata whenua are in need; and</li> <li>assistance for local food banks to ensure accessibility for whānau Māori in need; and</li> <li>project assistance for māra kai initiatives to ensure self-sufficiency and tangible change opportunities relating to food</li> </ul> </li> <li>Investigate opportunities to contribute to:         <ul> <li>business support services for existing and new pakihi Māori in our rohe; and</li> <li>potential housing support initiatives</li> </ul> </li> <li>Identify co-design opportunities with hapori Māori to create business-related outcomes for the city (including council-controlled operations)</li> </ul>

# Te Kaunihera o Te Awa Kairangi is a Te Ao Māori Capable Organisation

Priority 1	Priority 2
Provide Council staff with tools to maintain and strengthen our relationships with Tangata Whenua	Empower our workforce capability with improved cultural awareness to increase responsiveness in our public services
Council recognises the need for shared relationship management responsibilities across our workforce  Actions:  Te Tira Māori deliver a 9-week Te Ao Māori Capability programme to provide staff with a foundation in understanding cultural and site-specific Māori history  Identify and develop engagement opportunities centred on hapori Māori best practices  Training and educational resources are delivered via programmes and communication channels  Investigate opportunities for Elected Members to enhance their understanding of Te Tiriti o Waitangi  Existing Translation Services are developed and promoted to staff	Council seeks to normalise Te Ao Māori values, culture and language into business practices  Actions:  Investigate extension of the Te Ao Māori Capability programme to ensure appropriate and contextual application of Te Ao Māori practices in the day-to-day operations of the workplace  Engagement with hapori Māori is developed to meet best practice needs  Grow the diversity of talent in our staff profile by identifying and exploring kaupapa Māori-related roles responsibilities  Implement tikanga onboarding programme to empower staff to utilise approved tikanga practices  Consult Māori staff on the Wellbeing and Belonging strategy to ensure cultural acceptance and safety is occurring  Koha policy and operational guidelines are reviewed as needed  Support development of business procurement policies and strategies to align with the Data Strategy, Tākai Here agreements and Kāhui Mana Whenua agreements

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# Te Whakaū me te Arotake || Implementation and Review Measures

#### Te Whakatinanatanga II Implementation

Given the cross-council connected nature of the actions in this strategy, the responsibility for implementation is shared across different business units in Council. Te Herenga Kairangi will be implemented as part of business as usual across Council. Implementation of the strategy will speak to the priority areas in the action plan.

#### Pūrongo Arotake || Reporting

Reporting measures for Te Herenga Kairangi have been identified. These measures will ensure that:

- Te Herenga Kairangi is aligned with key Council plans, policies and strategies such as Council's Long-Term Plan (2024-2034);
- Activities identified in the action plan represent collaboration with relevant Māori engagement forums as outlined in relevant agreements such as Council's Tākai Here;
- Progress is biannually reported to Council by Te Tira Māori. This coincides with other
  operational timings and is expected to provide valuable insight to Council's efficacy
  in delivering Te Herenga Kairangi and its outcomes.

#### Arotakenga II Review

This document is the current iteration of Te Herenga Kairangi. Council anticipates the needs of our whānau Māori may reasonably change with the climate of the time, such are the lessons learned from our post-pandemic era. Relevant change factors include the maturity levels of Councils operational implementation, available resources and unforeseen circumstances. Accordingly, we expect that Te Herenga Kairangi should be reviewed to reflect any changes and constantly be able to resonate with the needs of our hapori Māori. This review process will coincide with operational timings such as Long-Term Planning dates.

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## He kura ki tua || Conclusion

As a Council we aspire for positive change when it comes to delivering better outcomes for our hapori Māori. Whether it is in 3-years or 10-years' time - we expect to be in a better position than we are today. We hope to have played a positive part in history. We strive to have cultivated an inclusive environment that enables our hapori Māori to express their Māoritanga. We will see our hapori Māori thriving and playing a significant role in the future of Te Awa Kairangi.

# Kuputaka ∥ Glossary

Pēpi	Baby/Babies	Tangata Whenua	Indigenous people of the land (Aotearoa)
Tamariki	Children	Tāngata Tiriti	People of the Treaty, non- indigenous to Aotearoa
Rangatahi	Youth	Taonga	Treasured possessions
Kaitiaki	Guardian, steward, protector	Kaitiakitanga	Guardianship
Pakeke	Adults	Taha tinana	Physical wellbeing
Kaumātua	Elderly	Taha hinengaro	Mental, emotional and academic wellbeing
Awa	River	Pakihi	Business
Kāwanatanga	Governing entity	Taha wairua	Spiritual wellbeing
Hapori Māori	Māori community	Taha whānau	Familial and social wellbeing
Rohe	Region	Whenua	Land
Takiwā	Territory	Pou	Pole, pillar, post
Tākai Here	Memorandum of Partnership	Māoritanga	Māori identity
Mana Whenua	Authority over land	Pou Tokomanawa, Pou Tãhū, Pou Tuarongo and Pou Whenua	Specific ridge poles that traditionally support a structure.
Whakaaro	Idea, thought, concept	Māra kai	Garden-grown food
Mahi	Work	Rãhui	Temporary state of restriction for a period.

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09 January 2024

Report no: HCC2024/1/73

## Sale of Land - Marine Drive

#### **Purpose of Report**

1. To consider an offer for the Council owned properties at 509 and 510 Marine Drive, Sunshine Bay, Eastbourne.

#### Recommendations

That Council:

- (1) notes the offer to purchase the Council properties at 509 and 510 Marine Drive from the adjoining property owner;
- (2) notes that the properties were acquired by Council as part of an EQC settlement agreement following a significant landslide event in October 2006;
- (3) notes that a geotechnical assessment of the two properties and a section 28 Certificate (Earthquake Commission Act 1993) on the title of 509 Marine Drive significantly impact their value; and
- (4) agrees to EITHER;
  - (a) sell the properties at 509 and 510 Marine Drive, on an "as is" basis to the adjoining property owner; OR
  - (b) retain the properties.

#### **Background**

2. The properties located at 507, 509 and 510 Marine Drive were subject to a significant landslide in October 2006 causing damage to residential dwellings located at 507 and 509. The dwelling located on 510 was demolished following an earlier landslide in 2004. An aerial shot of the properties and dwellings thereon, taken in 2003, is shown in the aerial plan below.



- 3. The landslide occurred when a large pine plantation, above the site and now within the East Harbour Regional Park, had many large trees blown over in strong winds. A heavy rainfall event saturated the ground with large volumes of water permeating between the underlying rock substrate and the soil which was exposed by the lifted root balls of the fallen trees. The landslide included some of these large trees being swept down the gully at speed, crossing Marine Drive and being deposited in the Harbour.
- 4. Council entered into discussions with the property owners and EQC and agreed in 2007 to purchase the properties on the basis that once the properties were stabilised they would be sold to offset purchase costs. The main reason for acquiring the properties was to ensure public safety, namely, to protect users of Marine Drive from further land slippage.
- 5. Once purchased, Council installed a piped stormwater system, constructed detention walls, and undertook slope modification and extensive planting of the slip face to better protect the road and reduce further slips. This work was mainly undertaken within 507 Marine Drive. Council also removed the pine plantation (using a twin rotor Sikorsky helicopter especially commissioned for heavy lifting), including the remaining wind fall trees to mitigate any future risk.
- 6. Four years later in April 2011, following a geotechnical assessment on the stability of the site by Graeme Walker of Samcon Civil Engineers, Council agreed to the sale of 507 Marine Parade. In June 2011, Council sold the property at 507 Marine Drive to UrbanPlus Limited (UPL).
- 7. In 2013 UPL on-sold 507 Marine Drive to Mr Anthony Morsinkhof with a first right of refusal to purchase the adjoining properties at 509/510 Marine Drive. The first right of refusal was made with Council officer agreement.

- 8. In 2014 Council commissioned Mr Walker to provide an updated report on the stability of 509 and 510 Marine Drive for the purpose of sale. Mr Walker concluded that 510 due to access and geotechnical reasons should be abandoned and that 509 Marine Drive was sufficiently stabilised, subject to strict building provisions to permit re-occupation. Works (not insignificant) would first need to be undertaken to satisfy the removal by EQC of a section 28 Certificate (Earthquake Commission Act 1993) which currently makes the site uninsurable.
- 9. Discussions were held with Mr Morsinkhof in late 2014 but were not able to be concluded, mainly due to the presence of the section 28 Certificate and eventually the first right of refusal lapsed.
- 10. In 2018 Mr Morsinkohf sold 507 Marine Drive to Richard McMaster. Mr McMaster has since approached Council with an offer to purchase the two properties on an "as is, where is" basis in full knowledge of the S28 Certificate and the 2014 Samcon report, along with earlier reports.
- 11. The offer from Mr McMaster is for \$135,000, which is based on work he has commissioned at his expense by suitably qualified engineering and geotechnical consultants on what likely needs to be done to mitigate the site risks and satisfy the requirements for EQC to uplift the s28 Certificate, noting that there is no guarantee that EQC would uplift the certificate.
- 12. Mr McMaster is proposing to put a dwelling on 509 for his retired parents, but if unsuccessful in uplifting the s28 Certificate, would retain and do extensive native planting restoration and weed control. He also plans to undertake further drainage works as recently run-off from a small gully on 510 Marine Drive is negatively impacting his property.
- 13. A valuation of the two properties was undertaken by Darroch's at the time discussions were held with Mr Morsinkhof in 2014 and updated earlier this year. The valuation considers the geotechnical advice provided by Samcon, including site history of instability, steep contours and access issues but also assumes that the S28 certificate had been lifted. That value is \$435,000.
- 14. With the cost of works to remediate the site to uplift the s28 certificate estimated to be in the order of \$300,000 the value of the site on an "as is" basis is in the order of \$135,000. The costs to uplift the s28 certificate do not include retaining walls or associated building costs, only land preparation to make the building platform viable.

#### Discussion

- 15. Council acquired the properties with the long-term intent of selling them at a point in time when the land was deemed to be remediated sufficiently to enable development. Technical advice suggests that the upper property (510) is not suitable for development while the lower property (509) requires substantial work to make it suitable for development.
- 16. The owner of the neighbouring property at 507 Marine Drive has been interested in acquiring the land for the past three years and has already invested time and resources in acquiring advice on the work that will likely be required to uplift the s28 certificate. As the immediate neighbour he has a

- vested interest in the properties and in maintaining them. By profession he has extensive experience in land development so has the knowledge and experience to know what he would be taking on in acquiring the property.
- 17. Selling on the open market is not recommended due to the complexities associated with the properties and making them suitable for development. A second interested party had previously undertaken extensive due diligence on the properties before deciding not to proceed.
- 18. While retaining ownership permanently for the purposes of adding to the reserve estate is an option, reserve holdings in the area are extensive and these properties don't possess any feature or flora of value that would support this option.

#### **Options**

- 19. There are four options that Council could consider for the future of these two properties:
  - a. to sell by negotiation with the neighbouring property owner on an "as is" basis.
  - b. to sell on the open market on an "as is" basis.
  - c. to undertake the works required to have the section 28 notice removed from the title of 509 Marine Parade and then sell on the open market.
  - d. to retain the properties either permanently for reserve purposes or temporarily to sell later.
- 20. The following table summarises the pros and cons of each option.

Option	Pros	Cons
Sell by negotiation to neighbour	Purchaser has completed due diligence at his cost with an offer on the table.  As neighbour, is more likely to maintain land if s28 notice is not lifted  Purchaser taking on risk to lift s28  Offsets some of the original debt	May not get best price Perception of unfairness dealing with one party
Sell on open market	Potential to obtain a higher price  Offsets some of the original debt  Purchaser will take on risk to lift s28 notice	s28 notice will be a major impediment to obtaining offers  Will take some time to enable due diligence for interested parties

Undertake work and sell	Potential to obtain best possible price	Council takes on the risk to uplift s28 notice
	Council seen as being responsible	Costs to remove notice considerable and not currently budgeted
Retain properties	Council retains control of land and manage any new land instability issues	Unknown ongoing costs for noxious weed control and other maintenance
	Add to reserve holdings or hold on until such time as building technology improvements makes development more practical	

#### **Climate Change Impact and Considerations**

21. With expected changes in weather, such as heavier rain events occurring more regularly, due to climate change, steep land that has previously had stability issues may be prone to further slippage. While Council has removed the main threat to future stability of this land (pine plantation) and has remediated the site, there is still a residue potential for further slips. However, this would be no different than many other sites along the Eastern Hills.

#### Consultation

22. There has been no consultation on this matter.

#### **Legal Considerations**

- 23. A Council decision is required to sell (or purchase) property. There is no legal impediment to a sale by negotiation if Council considers that to be the best course of action.
- 24. In accordance with the Earthquake Commission Act 1993 a S28(1) Certificate making the land uninsurable is registered on the title of 509 Marine Parade and will need to be lifted for any building development to take place.

#### **Financial Considerations**

25. The financial implications are noted in the body of the report.

#### **Appendices**

There are no appendices for this report.

**Author:** Bruce Hodgins Strategic Advisor

Reviewed By: Alison Geddes

Director Environment and Sustainability

**Approved By:** Jo Miller

Chief Executive



TO: Mayor and Councillors

**Hutt City Council** 

FROM: Hamish Bell

DATE: 14 March 2024

SUBJECT: LOCAL GOVERNMENT NEW ZEALAND FOUR-

MONTHLY REPORT FROM NOVEMBER 2023 TO

**FEBRUARY 2024** 

#### **Purpose of Memorandum**

 To provide a regular formal update to member councils on Local Government New Zealand's (LGNZ) work. The formal update provides member councils with a more in-depth look at what LGNZ does.

#### Recommendation

That Council receives and notes the Local Government New Zealand update report attached as Appendix 1 to the memorandum.

#### **Background**

- 2. LGNZ provides its member councils with a formal update three times a year, outlining various activities that LGNZ has been working on. The last update to Council was on 27 November 2023.
- 3. The report, attached in Appendix 1 to the memorandum, was published on Tuesday, 12 March 2024, and it covers the period spanning from November 2023 to February 2024.

#### Summary

- 4. In the latest report, LGNZ highlights its focus on building relationships with the key Cabinet Ministers in the new government and locking in regular meetings for the year.
- For the first time LGNZ was represented at Waitangi on Waitangi Day, marking a step change in their approach to strengthening partnerships with Māori. Mayor Barry was part of the LGNZ delegation to Waitangi in his role as LGNZ Vice President.
- 6. LGNZ has advocated to government for more time and flexibility for Long Term Plans due to water reform.
- 7. LGNZ has been developing fresh learning and development opportunities for elected members.

#### **Appendices**

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1 <u>₽</u>	LGNZ four-monthly report for member councils	145

Author: Hamish Bell

Elected Member Support Coordinator

**Reviewed By:** Kathryn Stannard Head of Democratic Services

**Reviewed By:** Caryn Ellis Head of Chief Executive's Office

**Approved By:** Jarred Griffiths Director Strategy and Engagement



# LGNZ FOUR-MONTHLY REPORT FOR MEMBER COUNCILS

// NOVEMBER 2023-FEBRUARY 2024



# Ko Tātou LGNZ.

This report summarises LGNZ's work on behalf of member councils and is produced three times a year. It complements our regular communication channels, including Keeping it Local (our fortnightly e-newsletter), providing a more in-depth look at what we do.

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# Introduction

This report is designed to be put on your council agenda for discussion and feedback. We would welcome the chance to speak to it at your council meeting, whether in person or via zoom – please get in touch with us to arrange that.

Highlights of this period from November to February have included building relationships with key Cabinet Ministers in the new Government and locking in regular meetings for the year. We have resumed meetings with the Prime Minister and enjoyed good levels of attendance of Ministers and MPs at sector meetings. This follows our <u>Briefing to the Incoming Government</u>, which was well received both by members and central government. In 2024, for the first time, LGNZ was officially represented at Waitangi, marking a step change in our approach to strengthening partnerships with Māori – as well as providing valuable opportunities for both formal and informal political engagement. Significant policy/advocacy work on behalf of councils, along with media and social media activity, is reported on in detail below.

December's Special General Meeting wrapped up an intensive five-month process on the Future **by** Local Government that included new ways to engage members. The next step is taking this long-term platform and determining what to advocate on in the shorter and longer term – and tailoring this for the right audience. We'll be engaging more with members on that soon.

LGNZ advocated for more time and flexibility around LTPs given the changes to water reform. This was achieved, with the repeal legislation giving councils an additional three months to adopt their LTPs, an ability to forgo the audit of the consultation document, and to reduce consultation requirements on subsequent amendments. There's a lot more detail about all areas of our policy and advocacy work in this report.

Another highlight of this period was agreeing an interim collaboration agreement with Auckland Council CE Phil Wilson. The arrangement allows access to professional development opportunities for Local Board members, particularly Te Maruata and Young Elected Members.

In the area of professional development support, you will see the increasing range of Ākona modules in response to your requests.

Ngā mihi Sam and Susan



# Progress on strategic goals

# Priority/01 Resetting the relationship with Central Government

#### Political engagement and government relations

Our reset political strategy initially focused on establishing credibility and building relationships with key Cabinet Ministers. As with any change of government, the first step is to get to know Ministers – how they operate and what they expect – and to slowly build their understanding of the intricacies of local government, the challenges we face and the opportunities we could unlock together. Regular meetings between LGNZ and Prime Minister Christopher Luxon, Local Government Minister Simeon Brown and Regional Development Minister Shane Jones are locked in the diary for the year. We're also working to schedule regular meetings with Resource Management Reform and Infrastructure Minister Chris Bishop. We'll have a raft of Ministers speaking at our March sector meetings to help set the agenda for the rest of the year.

As well as our regular formal meetings with the Prime Minister, Ministers and key officials, our broader approach has included:

- // Being part of political events such as Waitangi commemorations, where it's possible to speak to a broad range of Ministers in formal and informal settings (more on Waitangi below);
- // Hosting a localism briefing for new National Party MPs to bring them up to speed on what localism means, why taking a place-based approach works well and how councils can enable the delivery of government policy if the system is set up right.
- // Taking steps to set up a network of former members of local government who are now MPs and who understand and can champion local government's interests inside the Beehive. This kicked off with an informal pizza and drinks night.

Sitting alongside this, we are undertaking policy work that positions LGNZ as a speed boat – rather than the slow-moving cruise liner the public service can be viewed as – more detail on this below.

Susan and key public sector CEs have 1:1s scheduled throughout the year to build trust and help build the public service's knowledge about local government's challenges, as well as explore where the opportunities may lie for quick wins.

#### **Briefing to the Incoming Government**

We finalised and shared our <u>Briefing to the Incoming Government</u> in late November. The briefing focussed on localism and where we would like to work together on the Government's priorities and



was aimed at opening the door for future engagement. It included content regarding issues like investing in infrastructure, water services, resource management, and emergency management.

# Priority/02 Establishing stronger Te Tiriti-based partnerships with Iwi Māori

#### Waitangi commemorations

For the first time, LGNZ was officially represented at Waitangi, marking a step change in our approach to strengthening partnerships with Māori as well as providing valuable opportunities for political engagement. Our contribution included hosting a panel discussion in the Forum Tent on local government's role in honouring Te Tiriti. About 100 people attended and contributed some thought-provoking pātai from the floor; feedback about the event was positive. We took a proactive approach to media coverage that outlined our position on Māori Wards, which is based on fairness and treating Māori Wards the same as other wards.

#### Te Maruata update

Te Maruata Rōpū Whakahaere met in Wellington in November to refine their priorities for the rest of the triennium, and will be holding a whānui hui online on 14 March. The hui is also an opportunity for the wider whānui to meet LGNZ's new Kaitohutohu Matua Māori (Principal Advisor Māori), Mereana Taungapeau, who started in February. Mereana is currently developing a Te Ao Māori workstream that seeks to support LGNZ with the design of tools/processes/approaches to create a stronger, more meaningful Te Ao Māori foundation. This foundation will support increased cultural capability of LGNZ staff that will then extend into positive outcomes for members. It will help Te Maruata to maximise their capacity and transform their work programme to focus on pro-active kaupapa of importance to Māori across Aotearoa. We've been able to extend the invitation to the online whānui hui to Māori Local Board members because of the cooperation agreement with Auckland Council Local Boards. At the hui, the whānui will elect three new members to sit on the Rōpū Whakahaere. The new Rōpū Whakahaere will meet in person in April, to discuss their forward work programme with Mereana and the wider LGNZ team.

A key issue for Te Maruata is strong advocacy on retaining current arrangements for the establishment of Māori wards and constituencies, and protecting those wards and constituencies that are already in place.



# Priority/03 Campaigning for greater local decision-making and localism

#### **Choose Localism and Future by Local Government**

#### **FbLG** process

December's Special General Meeting wrapped up an intensive five-month process that included new ways to engage members.

The second FbLG event on 2 November concentrated on four areas identified at the September event as potentially being possible to reach agreement on. The nearly 200 attendees split into four groups — Funding, System transformation, Te Tiriti, and Wellbeing & working with central government. Each group created a position and presented it back to the whole audience, then revising it in response to feedback and presenting again.

Between the first and second events, we also ran participative online engagement that allowed people to see how their opinions fitted with other people's and make comments. In total 164 people engaged with the online platform. People from 19 different councils took part.

Supporting all this engagement was a range of email communications, including designed emails to all elected members, promotion in Keeping it Local, personal emails from Sam, and personal emails from Susan. We shared all the of the data and outputs from the events back with members.

Some of the email campaigns (which were all to 1500 recipients) recorded extremely high open rates by industry standards. For context, the average open rate for non-profit member organisations is  $39\%^1$ 

- "Last chance to complete online engagement" on 30 October had a 67% open rate
- Make your voice heard new FFLG online tool on 13 October had a 68% open rate
- "We're making progress towards FFLG consensus" (which included the pack for councils to hold conversations) on 4 October had a 57% open rate

We used all the feedback and data to create a consensus outcome paper, which was shared with members on 24 November ahead of a Special General Meeting on 11 December, which voted to include all five sections in the FbLG package. These were the final results:

//	Section 1 – Build a new system of government that's fit for purpose – <b>93.6% in favour</b> , 6.4%
	against; 0% abstain.

<sup>&</sup>lt;sup>1</sup> https://knowledgebase.constantcontact.com/email-digital-marketing/articles/KnowledgeBase/5409-average-industry-rates?lang=en\_US



- // Section 2 Rebalance the country's tax take between central and local government **98.0% in favour**, 2.0% against, 0% abstain.
- // Section 3 Create stronger, more authentic relationships between local government and iwi, hapū and Māori **76.1% in favour**; 19.5% against; 4.4% abstain.
- // Section 4 Align central, regional and local government priorities **93.6% in favour**, 6.4% against, 0% abstain.
- // Section 5 Strengthen local democracy and leadership **89.4% in favour**; 10.6% against; 0% abstain.

#### What now for FBLG?

Not everything in the package of ideas that came out of the Future by Local Government process will be palatable to the new government and some ideas won't be advanced in this political term. The package approved at the SGM is the start of a long-term platform for advocacy that goes beyond this current government (and the next too). The next step is to tailor our advocacy to the appropriate audience — right now for the National-led Coalition — and to actively involve members in that. This will be workshopped at our April sector meetings.

#### **Choose Localism**

We have developed a plan to activate Choose Localism this year that includes political, member and media engagement, with our annual SuperLocal Conference a key milestone where localism will be brought to life.

A key part of our work will be launching a Choose Localism toolkit, which our Policy Team is working on. This will be a practical resource for elected members and staff that shows how councils can adopt localism as part of their core work. We'll be releasing the toolkit in stages, with the first part of the toolkit focused on applying localism to engagement and consultation processes. We plan to use the toolkit as a way to showcase good practice examples of work happening across councils.

As part of the Choose Localism campaign, we are looking at ways to tackle the issue of voter turnout (and therefore mandate) for local government. There have been several reviews and numerous calls for local government electoral reform over the years, with no progress being made. Only four out of ten eligible voters have their say in local elections, compared with eight out of ten for central government. Mayor Nick Smith, who has been part of a number of Justice Select Committees looking into this, will lead an LGNZ Technical Working Group to get traction on the issue. The working group will have a very clear purpose: to drive LGNZ's advocacy work to strengthen the democratic mandate for local government to represent and meet the needs of its communities. Moving local government to a four-year term will be part of this work.



# Priority/04 Ramping up our work on climate change

#### Inquiry into community-led retreat and climate adaptation funding

In late 2023, we submitted on the inquiry into community-led retreat and climate adaptation funding that was started by the previous government. Our submission stressed the importance of an enduring framework for climate adaptation and retreat that has cross-party support. We have encouraged the government and Environment Committee to continue with the inquiry and climate adaptation work in both our submission and our briefing to the incoming government. We understand that work is underway to re-ignite the inquiry. There is a real opportunity for LGNZ to play an active role in working with the Government to develop its climate change adaptation policy framework.

#### Other climate change work

In late 2023, we worked with Whakatāne District Council, Northland Regional Council, the Aotearoa Climate Adaptation Network (ACAN) and Beca to produce guidance that sets out climate change legislative requirements and reforms that councils should think about when preparing their LTPs. This guidance will be a living document and updated in the coming months to reflect the new Government's emerging policy and legislative reform programme.

We also supported ACAN's two-day hui for council staff working in the adaptation space in Christchurch, which was attended by over 100 people.

#### Support for Cyclone-affected councils

We've continued to engage with affected members on what they needed from additional orders in council or support from the new Government. Alongside helping councils to address their specific needs, we've continued our wider call for a more sustainable approach to emergency event recovery, which has been included in recent submissions as well as in the Briefing to the Incoming Government.

Our Policy Team met with the secretariat of the Cyclone Gabrielle Recovery Taskforce to support development of their insights framework, which seeks to capture the lessons learned from their work. We have also started engagement with the Department of Prime Minister and Cabinet on their next steps on their critical infrastructure framework and minimum standards.

The report on the Government Inquiry into the Response to the North Island Severe Weather Events is expected to be out shortly. We understand that consideration of the Emergency Management Bill (which we submitted on in October 2023) is on hold until the release of this report, so the Select Committee can consider it and any changes needed to the Bill. This may involve further submissions or engagement.



# Priority/05 Delivering and building on our core work

#### Water services reform

LGNZ advocated for more time and flexibility around LTPs given the changes to water reform. This was achieved, with the repeal of the previous government's water services legislation giving councils an additional three months to adopt their LTPs, ability to forgo the audit of the consultation document, and to reduce consultation requirements on subsequent amendments. Alternatively, councils can defer development of their LTP for 12 months if they produce an enhanced Annual Plan.

The replacement approach for water services will be rolled out in two parts. A first bill will be passed by the middle of the year and will require the development of service delivery plans (which will be the vehicle to self-determine future service delivery arrangements). This bill will also put in place transitional economic regulation and provide a streamlined process for establishing joint water services CCOs. A second bill will be introduced at the end of the year and will set out provisions relating to long-term requirements for financial sustainability, provide for a complete economic regulation regime, and introduce a new range of structural and financing tools, including a new type of financially independent council-controlled organisation.

Taumata Arowai is starting to develop regulations for storm water and wastewater, and attended LGNZ sector meetings in March.

#### Resource management reform

Having repealed the Natural and Built Environments and Spatial Planning Acts prior to Christmas, the Government has worked at pace to develop a new fast-track consenting regime, with legislation introduced to the House in early March. We are planning to make a joint submission on the Bill with Taituarā and Te Uru Kahika.

We're also thinking about how we can influence the new Government's thinking around what a replacement resource management system could look like – which is something it has signalled it's interested in. Our sense is that there is alignment across the membership on some aspects of resource management, including strong support for retaining regional spatial planning, shifting to integrated national direction and developing a climate adaptation framework. There is also a strong desire to see local and regional planning decisions made at place.

We also understand that the new Government is working at pace to make a number of changes to the NPS-Freshwater Management. We're monitoring these changes closely along with Te Uru Kahika.

#### **Transport**

Late last year we stood up the LGNZ Transport Forum, which includes a mix of National Council spokespeople and other representatives. The group has recently met to discuss its work programme, following both National Council's adoption of the Position Statement on Transport and the swearing-



in of the new government, which gave us a steer on the broad direction for transport policy over the next three years and beyond. Mayor Neil Holdom has been elected Chair of the forum.

The Forum will support the development of LGNZ's submission on the <u>draft Government Policy Statement on Land Transport</u>, which is due on 2 April 2024.

Our position statement includes the following key policy objectives:

- // A strategic, long-term approach to planning that joins up central and local government decision-making to address maintenance and climate adaptation needs.
- // Sufficient, long-term transport investment that prioritises resilience building, safety and better asset management across both new developments as well as maintenance and renewals.
- // Integrated transport and freight networks that support placemaking by connecting our rural communities, towns and cities and making them great places to live and work.
- // A transport network that can adapt to the future climate and prioritise decarbonisation.

#### City and regional deals

The Government has strongly signalled interest in long-term city and regional deals as a way to partner with local government to create pipelines of regional projects.

In late 2023, we commissioned Linda Meade, Director at Kalimena Advisory, to provide insight into the international experience around city and regional deals, and how this might be applied in the New Zealand context. The paper, which was presented at the November Metro Sector meeting and has since been shared with members more widely, set out background on the key elements of city and regional deals, different options that have been used in the United Kingdom and Australia, and considerations and key takeaways that could be applied when designing a city and regional deals framework for New Zealand.

We're continuing to think about how city and regional deals can be structured to maximise the benefits for local government. The Policy Team is pulling together a think piece that will highlight how city and regional deals could support better alignment between central and local government. This will be shared with members and support conversations we're having with Ministers and officials on the framework for these deals.

#### Local government funding and financing

We have commissioned NZIER to estimate the financial impacts of various reforms on councils — which is all about quantifying the unfunded mandate. This work will support our ongoing conversations with the Government on how they consider and mitigate the implementation and operational costs on local government of their reforms. The specific areas we are costing (National Policy Statement for Freshwater Management, National Policy Statement on Urban Development and Medium Density Residential Standards, Local Alcohol Policies, improving recycling and food scrap collections) have been chosen to be representative of reforms with a range of impacts on councils. This work is expected to be completed in May.



We've also recently commissioned Brad Olsen and the team at Infometrics to develop a report that looks at the various factors that have driven up local government's costs. We'll be sharing this with members shortly, and discussing it in detail at our April Combined Sector Meeting.

Both of these pieces of work are part of the broader advocacy we're doing around rates rises and building community understanding of the reasons for them.

#### **Ratepayer Assistance Scheme**

The RFS is a special purpose tool that would provide support to ratepayers to finance any local authority charge. With balance sheet separation, and proximity to both local and central government, it would have a very high credit rating and therefore be able to provide the cheapest possible financing terms to ratepayers.

The Ratepayer Financing Scheme's flexibility would enable it to support:

- // Development contributions to enable housing development.
- // Home improvement policy to meet healthy homes, earthquake strengthening, home insulation and solar panel installation, water separation and storage etc.
- // Rates postponement to provide relief to ratepayer experiencing affordability pressures.

A detailed business case supporting the RFS's viability has been completed with the support of Auckland, Hamilton, Tauranga, Wellington, Christchurch councils alongside the LGFA and LGNZ. So far Auckland and Tauranga have confirmed financial support to establish the RAS.

#### **Remits**

We're continuing to make progress on remits where we can – though as is always the case following a General Election, progress has slowed somewhat as we wait for the new government to bed in and understand how our remits relate to its priorities. We are thinking carefully about ways that we can build remits into our existing policy and advocacy work programmes to maximise limited resources across a wide number of issues.

Remit	Progress update
Allocation of risk and liability in the building sector	We raised the issues that this remit addresses through our involvement in a working group that was reviewing the building consent system in 2023. Our Metro Sector met with the Minister for Building and Construction in March 2024. More substantive work is needed to progress this remit.
Rates rebates	We wrote to the Minister of Local Government on 21 January 2024 asking the Government to amend the Rates Rebate Scheme and benchmark further increases to changes in the local government cost index.
Roading/transport maintenance funding	This remit will be picked up through the work that our Transport Forum leads.
Local election accessibility	For us to achieve the intent of the remit, there will need to be an amendment to the Electoral Act 1993. We will begin work soon to



	develop a case for change before engaging with the Minister of
	Justice.
Ability for co-chairs at formal meetings	Guidance on how to introduce co-chairs, which has been informed by legal advice, has been incorporated into our revised Guide to the LGNZ Standing Orders Template, which was published in early February 2024.
Parking infringement penalties	We're yet to start substantive work to progress this remit.
Rural and regional public transport	This remit will also be picked up through the work that our Transport Forum leads.
Establishing resolution service	National Council agreed that work to progress this remit will form part of our 2023 – 2025 strategy.
Earthquake prone buildings	We met with the Deputy Mayor of Manawatū District Council to begin development of a proposed plan for next steps on this remit, which will be delivered this year. We have also reached out to Engineering New Zealand to understand their perspectives on the viable options.
KiwiSaver contributions for elected members	We've received legal advice from Simpson Grierson on the changes that would need to be made to the Local Government Act 2002 and the KiwiSaver Act 2006 to enable elected members to be eligible for KiwiSaver contributions and have begun drafting advice for Ministers and officials.
Scope of audits and audit fees	Part of the approach to reduce audit fees is to ensure that the legislative requirements and scope (and resulting repetition and complexity) of Long-Term Plans and Annual plans and reports are reduced to be better aligned with needs and cost less to audit. To support this, we are in the process of undertaking a desktop review of a number of reports that made recommendations on how to achieve this. We've also made recommendations around the need revisit councils' planning and accountability obligations in our Future by Local Government Consensus Outcome Paper.

#### Other policy and advocacy work

#### **Freedom camping**

The Policy Team have released updated guidance and a model bylaw that reflect recent amendments to legislation and case law, to support councils to develop, review, and administer bylaws relating to the Freedom Camping Act 2011 (FCA). Amendments to the FCA came into force on 7 June 2023, but there is a transitional period before the new certification for self-contained motor vehicles and related provisions come into force.

The Ministry of Business, Innovation and Employment and the New Zealand Motor Caravan Association part funded this work, and we worked with them and Taituarā to develop it.



The guidance is available <u>here</u>. Two versions of the new model bylaw are available, <u>one</u> highlighting the changes to the 2018 model bylaw, and <u>one</u> without the highlighted changes.

#### **Drought planning**

We were engaged by the Ministry for Primary Industries to participate in an all-of-government group that undertook work to prepare for expected impacts of drought over Summer 2023-2024. Our involvement in this work was principally to ensure that local government remains front and centre in the government's planning and thinking, and to help provide appropriate communications channels back to councils.

#### Media

Media was a strong advocacy tool used to its full advantage during the pre-election period when politicians were in the middle of campaigning. The post-election period, including when special votes came out and coalition talks were underway, was also a good opportunity to thrust local government issues into the political spotlight. This served dual purposes: to inform political journalists of the challenges that government needs to address to ensure local government thrives; and to firmly demonstrate to the incoming government that the challenges facing local government needs the Government's attention or they risk not being able to deliver on their priorities.

Here are some examples of LGNZ's proactive work in that period:

- Funding anxiety across the country as local government considers its future | The Post
   Councils plead for more certainty over National's Three Waters plans | RNZ News
- Local councils facing cost pressures across the country | RNZ
- Councils plead for clarity on water infrastructure reform | RNZ
- Christopher Luxon claims victory: 'Our children can grow up to live the lives they dream of' | Newsroom.co.nz

Towards the end of last year, our media campaign centred on proposed rate rises and what's driving them ramped up. LGNZ led the narrative by using champions like Cameron Bagrie and Āpopo to visibly back our message. Sam also fronted a proactive media conference and numerous interviews over December and January. As at the end of February, we generated 48 unique pieces of media coverage capturing Sam's message for the need for more funding and financing tools for local government.

Another major piece of advocacy through media is four-year-terms for local government. Sam has used every opportunity to talk about the efficiencies we'd gain by implementing longer electoral terms. This has led to stories in local papers as well as in-depth coverage by RNZ's political reporter, Russell Palmer.

Our social media channels have had a 16.4% increase in engagement for the last quarter compared to this time last year, along with a 458% increase in followers. In March, we're launching a social media campaign to further amplify a national perspective on rates rises. This campaign aims to explain why rate rises occur, especially in the face of rising living costs, and to highlight that this is a widespread systemic issue. Through this series, we'll explore how councils are financed, the services they offer, and the benefits residents receive from their investment in rates. This is part of a wider



campaign to support councils in the rates rise conversation that will include other resources for members.

#### **Conference and Excellence Awards update**

Planning continues for both SuperLocal 2024 and the Community Board conference in August in Wellington. There will be additional events for Te Maruata, Young Elected Members, LGNZ's Annual General Meeting, Mayors for Taskforce breakfast and numerous networking events spread across the three days. Work on various streams such as programme and speakers, awards, engagement and marketing is underway. The theme this year is Bringing localism to life, and once again, we're stepping up the programme to reflect the feedback we got last year and ensure we have the right mix of informative, practical and inspirational content.

#### Engagement with members, including sector and zone meetings

Our new website went live in December. It provides much more flexibility to showcase local government and all it has to offer our communities, as well as a home for resources, news and insights – and a working search function.

We met with zone administrators and chairs in early February to talk about any challenges and opportunities, and for LGNZ to share what's happening more broadly to help develop agendas. This was the first in a series of three meetings.

On 13 April, we held a zoom for women in local government. We've been repeatedly asked to provide a forum to help support women elected members, so we created this zoom as a starting point. About 20 women attended and there was really strong engagement during the zoom, which was led by Christchurch City Councillor Sara Templeton. We are planning to hold a lunch immediately before SuperLocal as the next step in this conversation.

We have achieved outstanding open rates for *Keeping it Local* this year so far. If you're not receiving *Keeping it Local*, which is our key communications channel and goes out fortnightly on Thursdays, please get in touch.

Date	Open rate	Subject line
19-Jan	67%	We've developed new freedom camping guidance and a model bylaw
1-Feb	68%	We've updated our Guide to Standing Orders Templates
15-Feb	60.20%	Talking all things localism with National Party MPs

We're also planning the launch of a monthly zoom for all elected members. To make sure this is successful and responds to member needs, we've carrying out a series of phone conversations with some randomly selected elected members as part of that planning. The first zoom will be held in late March/early April and will focus on online safety/harassment.



#### **Mayors' Taskforce for Jobs**

Mayors' Taskforce for Jobs (MTFJ) is refreshing its five-year strategic plan. The plan reconfirms the focus of the MTFJ kaupapa firmly on rangatahi, particularly those youth who are NEET (Not in Employment, Education or Training).

To support this strategic planning, we've completed two pieces of research on the value of MTFJ and where opportunities might lie for both sustainable funding and future growth. TRA (The Research Agency) completed a qualitative research piece on the MTFJ Community Employment Programme, which is funded through our current partnership with MSD. The research explored its value proposition, potential scope and growth parameters. Critical findings included the complexity of NEETs, the innovative success of the programme, and the unique impact that the authority bias of the Mayor has in this initiative. The Impact Lab Social Return on Investment review resulted in the very credible finding of \$5.60 return for every \$1.00 spent, alongside strong commentary on other positive key social accountability metrics.

The evidence from these two pieces of research, alongside our own data and analysis, underpin our engagement with the Government and targeted Ministries as we work to strengthen existing funding arrangements and explore new opportunities. We continue to position MTFJ as a tangible exemplar of localism in action.

The 35 current-CEP-contract councils are reviewing their six-month performance milestone in the two-year contracts, with the MTFJ team's support. We are in good shape to fully deliver contracted outcomes.

We have also welcomed two new councils into the MSD-funded contract – Central Otago DC and Kāpiti Coast DC. They are being supported to pilot initiatives.

In late February we hosted a very successful national gathering of 80+ MTFJ coordinators, key council staff and MSD colleagues in Wellington.

#### Te Uru Kahika and the LGNZ Regional Sector

The LGNZ Regional Sector met virtually in January to consider how the change of government will impact on its priorities. Our Regional Sector and Te Uru Kahika share three priorities: climate resilience, resource management system, Te Ao Māori. It was agreed that the new government's reform agenda in freshwater, water services regulation and transport are also priorities for engagement.

These priorities informed the agenda for the first Regional Sector meeting of the year on 7-8 March. The Sector had dinner with Minister McClay (Agriculture, Forestry, and Trade) and Minister Simmonds (Environment) and met with Minister Bishop (RM Reform and Infrastructure), which was a good opportunity to form relationships and understand their priorities for their respective portfolios. They also had good meeting with Minister Bishop where he outlined his priorities and the Government's forward programme on resource management reform. The sector shared their desire for close collaboration on implementation and what they want to see from resource management changes.



Our team is meeting regularly with Te Uru Kahika to ensure we are joined up in our support for the Regional Sector. We continue to work together closely on submissions and engagement on central government reforms; for example, on submissions on the inquiry into community-led retreat and the proposed National Policy Statement for Natural Hazard Decision-making. We're also engaging closely with Te Uru Kahika on resource management reform.

#### **Young Elected Members**

The annual YEM hui was held in late 2023 in Waitangi. The YEM Committee, LGNZ and Far North District Council delivered a very successful three-day hui for around 45 YEM that included a range of panel discussions, workshops, keynote speakers, a tour of the Waitangi Treaty Grounds and visits to other culturally significant sites in the Far North.

The programme content included leveraging opportunities through partnerships to deliver good outcomes for communities, developing the YEM Strategy and Kaupapa, effective leadership and looking after your health and wellbeing as a leader, how to effectively engage with the media and building cultural confidence and understanding. Creative New Zealand sponsored the event, which helped to keep costs down and enabled a panel session that focused on how councils can invest in arts and culture in their long-term plans to support wider economic, social and cultural wellbeing outcomes for their communities.

Attendees gave their overall hui experience an average rating of 9.4 (1 being poor, 10 being outstanding). Because of LGNZ's cooperation agreement with Auckland Local Boards, two Auckland Local Board members were able to attend.

The YEM Committee meet online in March. As well as discussing the next Hui and their pre-SuperLocal gathering, the Committee will be refining the YEM Strategy and Kaupapa based on feedback was received from the network at the end of last year.

#### **Community Boards Executive Committee**

Over the last few months CBEC has been actively involved in a number of initiatives:

- // Satisfaction survey of community boards and mayors: CBEC commissioned FrankAdvice to undertake a survey of community boards and mayors to better understand the mood of community boards, and relationships between councils and community boards, as well as identify areas for improvement, with particular emphasis on roles, remuneration and relationships with councils. The final report, with recommendations, is expected to be released in late February. The findings will be used for ongoing advocacy by CBEC and to inform updates to the Governance Guide for Community Boards.
- // Community Boards Conference: CBEC is well underway with planning for the 2024 Community Boards Conference, which is being held as part of SuperLocal. CBEC members have been working hard with the LGNZ team to pull together a programme, and seek speakers and sponsorship.
- // Declarations: the Committee has discovered that some councils do not require appointed board members to make a community board declaration – creating a potential risk to councils should a board decision be challenged on the basis that some members were ineligible to vote. CBEC sought legal advice, which confirmed that all appointed members should make a community



board declaration as well as their council declaration. That advice has been sent to all councils with community boards.

// Remuneration: CBEC is working with the Remuneration Authority to improve the basis on which community board remuneration is set. CBEC is working on a "time and motion" survey to provide more accurate information to the Authority on the nature of community board members' responsibilities and the time board members spend on official duties. The Authority has not been able to resolve how to remunerate boards with additional responsibilities (member pay is based on population without any consideration of the level of responsibility). CBEC plans to provide feedback to the Authority when it is next reviewing it remuneration approach, within the next year or so.

The Committee met in person in Wellington in late February and is looking forward to having Te Maruata and YEM representatives join them in the coming weeks.

#### **Council capability**

#### **CouncilMARK**

Our continuous improvement programme has undergone significant enhancements over the past year in response to feedback from the sector. These changes aim to increase programme participation and deliver greater value to participating councils. The programme has extended its focus beyond independent assessments to support councils throughout their continuous improvement journey, both before and after assessment.

It now emphasises wraparound support for councils, the establishment of development benchmarks and aligning council performance with priorities. The introduction of additional development pathways facilitates the translation of assessment findings into actionable plans, enabling councils to optimise their performance.

#### Ākona

In late 2023, we developed and launched six new courses, including Health & safety, Chairing meetings, Writing and delivering great speeches, Working with media, Engaging with Māori, and LGOIMA. Many of these have been in response to requests from councils and designed in conjunction with council experts. We worked closely with Tararua District Council on the Health & Safety module – a first for elected members – and with Queenstown Lakes District Council on the LGOIMA module. Chairing meetings, giving great speeches and working with the media have all been popular with our subscribed councils.

New courses being developed ready for release over the next few weeks include:

//	Climate Change
//	Decision Making
//	The CE Relationship
//	Te Reo
//	Unconscious Bias



Refer to **Appendix 1** for a complete list of learning and development assets.

A targeted workshop focused on Chairing Meetings/Standing Orders has also been developed, along with a Critical Thinking workshop. A survey was distributed in February to identify preferred Ako Hour topics – this will lead to a 2024 schedule being built and promoted by the end of March

We're working closely with Taituarā and the Local Government Commission. Discussions have begun with Taituarā to develop an induction pack that will include pre-elected learning resources, (as per the framework). A pre-candidacy package of learning will also soon be developed to support the promotion of local governance participation in our communities.

#### **Guidance and advisory for members**

The Policy Team has been working on several pieces of research and good practice guidance over the past four months. These include:

- // The 2022 -25 elected member census: This summary report shows that there has been a significant increase in the number of members who identify as Māori and that overall, members are getting younger.
- // Local government voters 2022: This report summarises the survey of voters and non-voters undertaken shortly after the 2022 elections. It shows the number of voters aged between 18 25 has grown significantly since 2001, and a big increase in the number of voters who placed their completed voting papers in a ballot or voting box from 12% in 2016 to 28% in 2022.
- // An elected members' guide to representation reviews: This is to strengthen elected members' and citizens' understanding of the representation review process.
- // Ombudsman's report on workshops update to standing orders guidance: In October 2023 the Ombudsman published a report "Open for Business" in which he was critical of the number of public excluded workshops held by councils. The report, while finding that there was no evidence that workshops were being used for making decisions, made several recommendations for improvements. We have commissioned Simpson Grierson to review the recommendations and incorporate those that are relevant into LGNZ's Guide to Standing Orders. We expect to republish that Guide later this year.
- // We've recently updated our Guide to the LGNZ Standing Orders Template. The updates provide councils with guidance on how to amend their standing orders to incorporate changes to the definition of a quorum (for those joining by audio visual means). They also provide guidance on the Ombudsman's recent report on public access to workshops.
- // We're working with the Taituara Democracy and Participation Working Group to fine tune our Standing Orders Template, with a focus on readability. The updated version will be available to councils in early 2025, giving plenty of time to be prepared ahead of the 2025 local body elections. The new template will also reflect legislative changes made since mid-2022 when the current template was drafted.



#### **Moata Carbon Portal**

The Moata carbon portal is a tool that allows embedded (capital) carbon to be measured and monitored across any capital works programme. It enables councils to account for and reduce carbon emissions generated from water, transport and infrastructure (vertical and horizontal) projects. We have also been in planning mode for Mott MacDonald to attend the first Zone meeting of the year to provide an overview of the carbon portal as well as some findings from the carbon baseline completed on Queenstown Lakes LTP in 2023.

The findings from this baseline were that water projects accounted for 55% of QLDC's total capital carbon, with transport accounting for 24% and built environment 21%. Over the course of their LTP, their highest carbon peaks were predicted for 2023 and 2030, with recommendations provided on integrating carbon assessments into their approval and delivery processes.

Our subscribers now include Auckland Water Care, Tauranga, Napier, Wellington Water and Queenstown Lakes. We are also having conversations with New Plymouth and Nelson councils.

We also held New Zealand's first Carbon Crunch event this year with then-Minister James Shaw the keynote speaker. The event included presentations from Auckland Council, Transpower and Wellington Water on how they are tracking on their decarbonisation journey. A white paper from this event has been developed.

#### Libraries partnership

Our Libraries Advisor will be with LGNZ until the end of June 2024, when the project funding comes to an end (this was a Covid-19 recovery initiative). The work programme agreed to with DIA and the New Zealand Libraries Partnership Programme has included sharing findings from research to identify the value of public libraries as vehicles for service delivery. At the end of 2023, the Advisor met with council leaders and library staff in the Far North and Whangārei, and in early 2024 is visiting councils in Horowhenua, Palmerston North, Rangitikei, Taupō, Waipā and South Waikato. The conclusion of this project will include a report that will outline all the key trends identified and findings made across the three years.



# Appendix 1: complete list of Ākona learning and development assets

#### **Courses**

There are now 17 courses available on Ākona. // Designing and Delivering Great Speeches // Chairing Meetings // Health & Safety and Good Governance // Engaging with Media // Engaging with Māori // LGOIMA // Funding & Finance // Asset Management **Engaging with your Community** // Governance // What is Local Government? Remuneration and Tax for elected members // Council Membership // Financial Governance // Navigating Local Government Meetings // Conflicts of Interest



#### All courses feature

#### **Emodules**

Interactive, immersive learning activities that break down complex topics for easy understanding and immediate application.

#### Resources

Templates, case studies, videos, websites and/or extra reading that support sustained learning practise.

#### **Ako Hours**

Live discussion groups, led by experts, focused on expansion and contextualisation of new knowledge.

#### Körero Corner

Social learning with peers and experts.

#### Added value

#### **Partnership**

Subscribed councils are welcome to request learning topics; most of our courses came about this way. Many courses were also built with council input – either the sharing of process, content, stories and/or cast studies. This keeps our courses as fit for purpose as they can be. Note also that every course is reviewed by sector experts.

#### **Elected member capability framework**

For the first time, a framework that sets out capabilities needed to successfully fulfil the role of elected member has been developed. Mapped across 6 capability groups and 4 levels of capability (including pre-elected), the framework provides a clear view of what high performance looks like and the pathway to getting there.

An online self-assessment tool is currently being designed ready to be built into Ākona. Soon Elected Members will be able to plot their strengths and opportunities across 6 capability areas that are unique to their role.

#### **Advisory Services**

The Ākona tīma have a vast amount of experience working in complex learning environments, creating learning cultures and supporting others to do the same.

Whether you need support to identify training needs, develop learning specifically to your council needs or engaging your folk in learning, the tīma are here for you.



#### Digital platform – creating your own learning pathways and induction experiences

The new Ākona platform offers councils the opportunity to create their own learning pathway, create a place only accessible by their elected members to use for specific learning needs, induction etc.

All trackable, reportable and accessible at anytime from anywhere.

#### TE KAUNIHERA O TE AWA KAIRANGI | HUTT CITY COUNCIL

Resolutions of an ordinary meeting of The Hutt City Council held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on

Monday 27 November 2023 commencing at 3.40pm

**PRESENT:** Mayor C Barry (Chair) Deputy Mayor T Lewis

Cr G Barratt Cr K Brown
Cr B Dyer Cr S Edwards
Cr A Mitchell Cr K Morgan
Cr C Parkin Cr N Shaw
Cr T Stallinger Cr G Tupou

**APOLOGIES:** Cr Briggs

**IN ATTENDANCE:** A Blackshaw, Director Neighbourhoods and Communities

J Griffiths, Director Strategy and Engagement A Geddes, Director Environment and Sustainability

R Hardie, Head of Strategy and Policy C Ellis, Head of Chief Executive's Office

A Shahin, Traffic-Engineer Contractor Transport (part meeting) D Grocott, Senior Advisor Communications and Engagement

(part meeting)

K Glanville, Senior Democracy Advisor K Stannard, Head of Democratic Services

#### **PUBLIC BUSINESS**

#### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru

Cease the winds from the west

Whakataka te hau ki te tonga

Cease the winds from the south

Cease the winds from the south

Let the breeze blow over the land

Let the breeze blow over the ocean

E hī ake ana te atakura

Let the red-tipped dawn come with

He tio, he huka, he hau hū a sharpened air.

Tīhei mauri ora. A touch of frost, a promise of a

glorious day.

#### 2. APOLOGIES

RESOLVED: (Mayor Barry/Deputy Mayor Lewis) Minute No. C 23501(3)

"That the apology received from Cr Briggs be accepted and leave of absence be granted."

#### 3. PUBLIC COMMENT

There was no public comment.

#### MAJOR ITEMS NOT ON THE AGENDA

RESOLVED: (Mayor Barry/Cr Edwards)

Minute No. C 23502(3)

"That in terms of Standing Order 10.12, Council:

- (1) notes that a matter of the Hutt Mana Proposed Trust Deed Changes was not listed on the agenda for the reason that officers were made aware of the item after the agenda was distributed;
- (2) notes that a matter of the Proposed Temporary Road Closure Hutt Park, Lower Hutt Juicy Fest 2024 was referred to this meeting by the Infrastructure and Regulatory Committee under Standing Order 26.2; and
- (3) agrees to discuss the matters at this meeting."

The Chair advised that item 6 had been withdrawn from the agenda by the Chief Executive under Standing Order 10.9 and would be considered at the Council meeting on 12 December 2023.

#### 4. CONFLICT OF INTEREST DECLARATIONS

The Chair and Cr Stallinger declared a conflict of interest in the item 'Hutt Mana – Proposed Trust Deed changes' and did not participate in the voting on the matter.

#### 5. <u>LOCAL GOVERNMENT NEW ZEALAND FOUR MONTHLY</u> REPORT

Memorandum dated 10 November 2023 by the Head of Mayor's Office

Mayor Barry elaborated on the memorandum.

RESOLVED: (Mayor Barry/Cr Stallinger)

Minute No. C 23503(3)

"That Council notes the Local Government New Zealand update report as attached as Appendix 1 to the memorandum."

# 6. TE WAI TAKAMORI O TE AWA KAIRANGI - SKATE PARK ENGAGEMENT UPDATE

Report No. HCC2023/5/375 by the Horticulture and Cemeteries Asset Manager

According to Standing Order 10.9, the Chief Executive withdrew the item.

## 7. RECOMMENDATIONS TO COUNCIL FROM THE LONG TERM PLAN/ANNUAL PLAN SUBCOMMITTEE MEETING HELD ON 27 NOVEMBER 2023

RESOLVED: (Mayor Barry/Cr Barratt)

Minute No. C 23504(3)

"That Council adopts the recommendations made on the following reports, and any amendments agreed at the Long Term Plan/Annual Plan Subcommittee meeting held on 27 November 2023:

- a) Draft Long Term Plan 2024-34 progressing decisions on the financial aspects;
- b) Three Waters Capital Investment for the Draft Long Term Plan 2024-34;
- c) Changes to kerbside bin service fees;
- d) Revenue and Financing policy review Part 1;
- e) Revenue and Financing policy review Part 2;
- f) Approval of the revised Significance and Engagement policy; and
- g) Draft Key Performance Indicators for the 2024-2034 Long Term Plan."

#### **HUTT MANA - PROPOSED TRUST DEED CHANGES**

Report No. HCC2023/5/382 by the Head of Chief Executive's Office

Mayor Barry and Cr Stallinger declared a conflict of interest and did not participate in the voting on the matter.

Deputy Mayor Lewis chaired the meeting for the duration of the item.

In response to a question from a member regarding the removal of trustee fees, Cr Stallinger explained that he had raised the matter during meetings of the Hutt Mana Trust (the trust). However, he noted that the motion was not seconded, so the motion lapsed. He highlighted that instead, the trustee discussed reducing other costs related to governance.

In response to a question from a member, Mayor Barry clarified that the trust would be the appropriate body to undertake widespread consultation. He emphasised that Council would not be conducting the consultation as it was not the decision maker.

In response to a question from a member, Mayor Barry clarified that the trust could seek professional advice or services as it deemed appropriate.

Cr Mitchell expressed support for the recommendations and acknowledged the trust for reducing costs and putting better mechanisms in place for the right skills.

Cr Tupou expressed support for the recommendations and acknowledged the refreshing approach taken by the trust.

Deputy Mayor Lewis expressed support for the recommendations and agreed with comments by Crs Mitchell and Tupou.

RESOLVED: (Deputy Mayor Lewis/Cr Mitchell) Minu

Minute No. C 23505(3)

"That Council:

- (1) notes and receives the report; and
- (2) notes and provides feedback on the changes to the Hutt Mana Charitable Trust deed as detailed in Appendix 1 and 2 to Report No. HCC2023/5/382, and the implications for Council, specifically the change to electing Trustees; and
- (3) approves the letter from Council as attached in Appendix 3 to Report No. HCC2023/5/382 in support of the changes."

Mayor Barry assumed the chair.

## PROPOSED TEMPORARY ROAD CLOSURE - HUTT PARK, LOWER HUTT - JUICY FEST 2024

Report No. HCC2023/5/383 by the Traffic Engineer

The Traffic Engineer - Contractor Transport and Senior Advisor Communications and Engagement elaborated on the report. The Traffic Engineer - Contractor Transport highlighted that the traffic assessment was completed to support the resource consent for the event.

In response to a question from a member, the Traffic Engineer - Contractor Transport advised that the maps displaying the road closures could be found on pages 117-237 of the agenda.

In response to questions from members, the Senior Advisor Communications and Engagement confirmed that there were several disability car parks available on Hutt Park premises. He confirmed that the bridge near the campground could be used to ease the traffic pressure on the roundabout. He confirmed that the top of Randwick Road could be utilised for pedestrian traffic.

Mayor Barry asked officers to provide clear details about forthcoming events in their reports to prevent potential delays.

RESOLVED: (Mayor Barry/Cr Dyer)

Minute No. C 23506(3)

"That Council:

- (1) notes and receives the information; and
- (2) agrees to temporarily close the following roads, subject to the conditions listed in the Traffic Impact Report (attached as Appendix 1 to the report):

Seaview Road (From Hutt Park roundabout to Barnes Street); and

Parkside Road (From Seaview Road to Bell Road)."

#### 8. **QUESTIONS**

There were no questions.

#### 9. EXCLUSION OF THE PUBLIC

#### RESOLVED: (Mayor Barry/Cr Edwards)

Minute No. C 23507(3)

"That the public be excluded from the following parts of the proceedings of this meeting, namely:

10. Recommendations to Council from the Long Term Plan/Annual Plan Subcommittee meeting held on 27 November 2023

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A) (B) (C)

General subject of the matter to be considered.

Reason for passing this resolution in relation to each matter.

Ground under section 48(1) for the passing of this resolution.

Recommendations to Council from the Long Term Plan/Annual Plan Subcommittee meeting held on 27 November 2023: Supplementary savings information The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

Recommendations to
Council from the Long
Term Plan/Annual
Plan Subcommittee
meeting held on 27
November 2023:
Micromobility
Programme Community
Connections (Avalon
and Taitā) request for
inclusion in Long Term
Plan

The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

Recommendations to Council from the Long Term Plan/Annual Plan Subcommittee meeting held on 27 November 2023: Te Wai Takamori o Te The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (\$7(2)(h)).

Awa Kairangi The withholding of the (RiverLink) information is

necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

(s7(2)(i)).

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

There being no further business, the Chair declared the meeting closed at 4.07pm. The public excluded part of the meeting closed at 4.10pm.

C Barry MAYOR

CONFIRMED as a true and correct record Dated this 27th day of March 2024

#### TE KAUNIHERA O TE AWA KAIRANGI | HUTT CITY COUNCIL

Minutes of an ordinary meeting of The Hutt City Council held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on

#### Tuesday 12 December 2023 commencing at 3.00pm

**PRESENT:** Mayor C Barry (Chair) Deputy Mayor T Lewis

Cr G Barratt Cr J Briggs
Cr K Brown Cr B Dyer
Cr S Edwards Cr A Mitchell
Cr K Morgan Cr C Parkin
Cr N Shaw Cr T Stallinger

Cr G Tupou

**APOLOGIES:** There were no apologies.

<u>IN ATTENDANCE</u>: J Miller, Chief Executive

A Blackshaw, Director Neighbourhoods and Communities

J Griffiths, Director Strategy and Engagement A Geddes, Director Environment and Sustainability K Puketapu-Dentice, Director Economy and Development

J Livschitz, Group Chief Financial Officer

T Johnstone, Head of Planning

J Scherzer, Head of Climate and Solid Waste G Muller, Advisor Waste Minimisation

A Saker, Senior Advisor, Climate and Solid Waste M Randall, Senior Advisor, Climate and Sustainability

R Hardie, Head of Strategy and Policy

S Bascand, Advisor, Communications and Engagement M Richardson, Senior Project Manager RiverLink

D Newth, Financial Accounting Manager (via audio-visual

link)

K Stannard, Head of Democratic Services

H Clegg, Minute Taker

#### **PUBLIC BUSINESS**

#### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru

Whakataka te hau ki te tonga

Kia mākinakina ki uta

Kia mātaratara ki tai

E hī ake ana te atakura

He tio, he huka, he hau hū

Tīhei mauri ora.

Cease the wi

Let the breez

Let the breez

A touch of fr

Cease the winds from the west Cease the winds from the south Let the breeze blow over the land Let the breeze blow over the ocean Let the red-tipped dawn come with a sharpened air.

A touch of frost, a promise of a

glorious day.

#### 2. <u>APOLOGIES</u>

There were no apologies.

#### 3. <u>PUBLIC COMMENT</u>

Comments are recorded under the item to which they relate.

#### 4. MAYORAL STATEMENT

Mayor Barry spoke to his statement attached as page 25 to the minutes.

#### 5. <u>CONFLICT OF INTEREST DECLARATIONS</u>

Deputy Mayor Lewis declared a conflict of interest in item 7a) and took no part in discussion or voting on the matter.

Cr Brown declared a conflict of interest in item 7b) and took no part in voting on the matter.

#### 6. COMMITTEE MINUTES WITH RECOMMENDED ITEMS

#### a) Komiti Ratonga o Te Awa Kairangi | Hutt Valley Services Committee

22 September 2023

RESOLVED: (Cr Stallinger/Cr Tupou)

Minute No. C 23501(4)

"That the Komiti Ratonga o Te Awa Kairangi | Hutt Valley Services Committee minutes of the meeting held on 22 September 2023 be received and noted with the exception of item 9."

#### **Recommended Item**

#### Item 9) Proposed Changes to the Terms of Reference

RESOLVED: (Cr Stallinger/Cr Dyer)

Minute No. C 23502(4)

- (1) receives the Proposed Changes to the Terms of Reference of the Hutt Valley Services Committee; and
- (2) adopts the proposed changes to the Terms of Reference of the Hutt Valley Services Committee, appended as attachment 2 to the report, effective immediately."

# b) <u>Komiti Hapori Ahurea me ngā Rangapū | Communities, Culture and Partnerships Committee</u>

6 November 2023

RESOLVED: (Cr Brown/Cr Morgan)

Minute No. C 23503(4)

"That the minutes of the Komiti Hapori Ahurea me ngā Rangapū | Communities, Culture and Partnerships Committee meeting held on 6 November 2023 be adopted with the exception of item 5."

#### **Recommended Item**

#### Item 5) Encroached Reserve Land Sale Proposal - 48 Stanley Street, Wainuiomata

In response to a question from a member, the Director Neighbourhoods and Communities advised officers would check the maps' accuracy before inclusion in legal documents.

RESOLVED: (Cr Brown/Cr Briggs)

Minute No. C 23504(4)

- (1) notes that the disposal of the parcel of reserve land is in line with Hutt City Council's Reserve Acquisition and Disposal Policy;
- (2) agrees to proceed with the sale of land to resolve the encroachment, which is an approximately 303m2 section of land on LOT 2 DP 53598, the title being WN24B/515, attached as Appendices 1 and 2 to Report No. CCPC2023/5/315;
- (3) agrees that the sale of land be based on the valuation of \$155,000 (including GST, if any) and;
- (4) agrees that the costs associated with the land sale (surveying, legal and any other distributions) will be met by the applicant."

#### c) Komiti Iti Ara Waka | Traffic Subcommittee

9 November 2023

#### RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 23505(4)

"That the minutes of the Komiti Iti Ara Waka | Traffic Subcommittee meeting held on 9 November 2023 be adopted with the exception of items 5a) to 5j)."

#### **Recommended Items**

#### Item 5a) Maru Streets for People

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 23506(4)

"That Council:

- (1) receives and notes the information; and
- (2) endorses option (b), to implement an amended plan, with broken blue lines outside 67 73 Konini Street, allowing on-street parking outside peak traffic periods and keeping other proposed assets to be implemented, including the adoption of the new parking bylaws."

#### Item 5b) Parking Time Restrictions - Various Locations

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 23507(4)

- (1) receives and notes the information;
- (2) approves the two 'P15' Pick-up/Drop-off time restrictions for the parking spaces outside 69A Gracefield Road, Gracefield, as attached as Appendix 1 to Report No. TSC2023/5/327;
- (3) approves P120 time restriction for the two existing mobility parking spaces on 6 Daly Street, Hutt Central, as attached as Appendix 2 to Report No. TSC2023/5/327;
- (4) approves the two "P15" (6am to 9pm Monday-Sunday) time restrictions for the parking spaces on 25 Galway Street, Waterloo, as attached as Appendix 3 to Report No. TSC2023/5/327;
- (5) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and
- (6) notes that these parking restrictions will take effect once the appropriate signage and/or road markings have been installed."

#### Item 5c) Restriction Installed Under Land Transport (Road User) Rule 2004

RESOLVED: (Cr Shaw/Cr Dyer) Minute No. C 23508(4)

- (1) approves the installation of a No Stopping, At All Times restriction across the vehicle accesses (driveways) serving 17 Elizabeth Street, Petone, as shown on the plan attached as Appendix 1 to Report No. TSC2023/5/328;
- (2) approves the installation of a No Stopping, At All Times restriction around the intersection of Richmond Street and Campbell Terrace, Petone, as shown on the plan attached as Appendix 2 to Report No. TSC2023/5/328;
- (3) approves the installation of a No Stopping, At All Times restriction across the vehicle accesses (driveways) serving 77 Richmond Street, Petone, as shown on the plan attached as Appendix 3 to Report No. TSC2023/5/328;
- (4) approves the installation of a No Stopping, At All Times restriction across the vehicle accesses (driveways) serving 14 Ariki Street, Boulcott, as shown on the plan attached as Appendix 4 to Report No. TSC2023/5/328;
- (5) approves the installation of a No Stopping, At All Times restriction across the vehicle accesses (driveways) serving 181 Cambridge Terrace, Fairfield, as shown on the plan attached as Appendix 5 to Report No. TSC2023/5/328; and
- (6) approves the installation of a No Stopping, At All Times restriction across the vehicle accesses (driveways) serving 18 Hewer Crescent, Naenae, as shown on the plan attached as Appendix 6 to Report No. TSC2023/5/328."

#### Item 5d) Proposed Parking Management - Milne Crescent, Taitā

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 23509(4)

"That Council:

- (1) receives and notes the information;
- (2) approves the No Stopping At All Times parking restriction in certain sections of Milne Crescent, Taitā, as shown in Appendix 1 attached to Report No. TSC2023/5/329;
- (3) approves the proposed indented parking shown in Appendix 1, attached to Report No. TSC2023/5/329;
- (4) approves the installation of the 'P15' Loading Zone outside 3/5 Milne Crescent, Taitā, as shown in Appendix 1 attached to Report No. TSC2023/5/329;
- (5) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and
- (6) notes that these parking restrictions will take effect once the appropriate signage and/or road markings have been installed."

#### Item 5e) Proposed Parking Management - Biddle Crescent, Taitā

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 23510(4)

- (1) receives and notes the information;
- (2) approves the No Stopping At All Times parking restriction in certain sections of Biddle Crescent, Taitā, as shown in Appendix 1 attached to Report No. TSC2023/5/330;
- (3) approves the installation of two 'P15' Loading Zones outside 14-16 and 13-15 Biddle Crescent, Taitā, as shown in Appendix 1 attached to Report No. TSC2023/5/330;
- (4) approves the proposed indented parking shown in Appendix 1, attached to Report No. TSC2023/5/330;
- (5) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and
- (6) notes that these parking restrictions will take effect once the appropriate signage and/or road markings have been installed."

#### Item 5f) Proposed Parking Management - Johnston Grove, Taitā

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 23511(4)

"That Council:

- (1) receives and notes the information;
- (2) approves the No Stopping At All Times parking restriction in certain sections of Johnston Grove, Taitā, as shown in Appendix 1 attached to Report No. TSC2023/5/331;
- (3) approves the proposed indented parking shown in Appendix 1, attached to Report No. TSC2023/5/331;
- (4) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and
- (5) notes that these parking restrictions will take effect once the appropriate signage and/or road markings have been installed."

## Item 5g) Proposed No Stopping (At All Times) Parking Restrictions - Various Locations

#### RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 23512(4)

"That Council:

- (1) receives and notes the information;
- (2) approves the No Stopping At All Times parking restriction near 28 Tory Street, Petone, as shown in Appendix 1 attached to Report No. TSC2023/5/332;
- (3) approves the No Stopping At All Times parking restriction at the Anzac Way, Wainuiomata, near the Wainuiomata Community Hall, as shown in Appendix 2 attached to Report No. TSC2023/5/332;
- (4) approves the No Stopping At All Times parking restriction at 41 Wright Street, Wainuiomata, as shown in Appendix 3 attached to Report No. TSC2023/5/332;
- (5) approves the No Stopping At All Times parking restriction at the intersection of Wetherby Grove and Konini Street, near 8 Konini Street, Wainuiomata, as shown in Appendix 4 attached to Report No. TSC2023/5/332;
- (6) approves the No Stopping At All Times parking restriction near 28 Fitzherbert Road, Wainuiomata and at the driveway of Bryan Heath Park, from Fitzherbert Road to the cricket pitch and either side of the driveway;
- (7) refers the No Stopping At All Times parking restriction at the intersection of 149 Marine Parade, Eastbourne as shown in Appendix 6 attached to Report No. TSC2023/5/332 to the following Traffic Subcommittee meeting to allow officers to investigate further;
- (8) approves the No Stopping At All Times parking restriction at 102 Oxford Terrace, Epuni, as shown in Appendix 7 attached to Report No. TSC2023/5/332;
- (9) approves the No Stopping At All Times parking restriction at 10 Vincent Street, Waterloo, as shown in Appendix 8 attached to Report No. TSC2023/5/332;
- (10) approves the No Stopping At All Times parking restriction at 146 Dowse Drive, Maungaraki as shown in Appendix 9 attached to Report No. TSC2023/5/332;
- (11) approves the No Stopping At All Times parking restriction at 121 Rata Street, Naenae as shown in Appendix 10 attached to Report No. TSC2023/5/332;
- (12) approves the No Stopping At All Times parking restriction at 465 High Street, Lower Hutt as shown in Appendix 11 attached to Report No. TSC2023/5/332;

- (13) approves the No Stopping At All Times parking restriction on sections of Stamford Grove, Avalon as shown in Appendix 12 attached to Report No. TSC2023/5/332;
- (14) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and
- (15) notes that these parking restrictions will take effect once the appropriate signage and/or road markings have been installed."

#### Item 5h) Proposed Loading Zone - 5 Andrews Avenue, Hutt Central

RESOLVED: (Cr Shaw/Cr Dyer) Minute No. C 23513(4)

"That Council

- (1) receives and notes the information;
- (2) approves the installation of one Loading Zone outside 5 Andrews Avenue, Hutt Central, as shown in Appendix 1 attached to Report No. TSC2023/5/334;
- (3) rescinds any previous resolutions pertaining to traffic controls made pursuant to any bylaw to the extent that they conflict with the traffic controls described in the report; and
- (4) notes that these parking restrictions will take effect once the appropriate signage and/or road markings have been installed."

#### Item 5i) Relocate Mobility Parking Restriction - 6 Bristol Square, Hutt Central

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 23514(4)

"That Council:

- (1) approves the relocation of existing mobility parking to a new location on the same road, from 18 Bristol Square to 6 Bristol Square;
- (2) approves reinstating the existing mobility parking to unrestricted parking;
- (3) approves the installation of road signs reflecting the parking restrictions that are proposed to be made, pursuant to the provisions of clauses 3.1, 3.2 and 7.1 of the Council Traffic Bylaw 2017, and section 6.4 of the Land Transport (Road User) Rule 2004;
- (4) rescinds any previous resolutions pertaining to traffic controls made pursuant to any Bylaw to the extent that they conflict with the traffic controls described in this resolution; and
- (5) notes that this will take effect when the traffic control devices that evidence the restrictions described in this resolution are in place."

# Item 5j) Greater Wellington Bus Accessibility (Transport Choices) - Jackson Street Bus Stops

RESOLVED: (Cr Shaw/Cr Dyer)

Minute No. C 23515(4)

"That Council:

- (1) receives and notes the information; and
- (2) approves the proposed changes to the two Jackson Street bus stops (8005 and 8006) as attached as Appendix 1 to Report No. TSC2023/5/335."

### d) Komiti Kaupapa Taiao | Climate Change and Sustainability Committee

14 November 2023

RESOLVED: (Cr Briggs/Cr Parkin)

Minute No. C 23516(4)

"That the minutes of the Komiti Kaupapa Taiao | Climate Change and Sustainability Committee meeting held on 14 November 2023 be adopted with the exception of items 5a) and 5b)."

#### Recommended Items

#### Item 5a) Implementation of Low Carbon Acceleration Fund for Lower Hutt

Speaking under public comment, David Tripp spoke to a presentation attached as pages 26-28 to the minutes. He believed there to be a discrepancy between Council's Transport and Climate Change policies.

In response to questions from members, David Tripp believed carbon emissions would increase with the advent of Riverlink. He challenged the calculations contained in the report.

#### RESOLVED: (Cr Briggs/Cr Edwards) Minute No. C 23517(4)

"That Council:

- (1) agrees to establish a decision-making panel to award funding, consisting of up to six persons, including two councillors, one Mana Whenua representative, two representatives from the Climate Action Pathway Group, and one representative from the Lower Hutt business community;
- (2) agrees that appointments to the panel would be made on the recommendation of the Chair of the Komiti Kaupapa Taiao | Climate Change and Sustainability Committee, to be confirmed by Council;
- (3) agrees that the first round will open in February 2024; and
- (4) notes that the finalised funding envelope for the first round will not be known until the relevant number of emission units have been sold, which is estimated at about \$200,000."

#### Item 5b) Submission on consultation regarding draft community-led retreat and adaptation funding document

RESOLVED: (Cr Briggs/Cr Parkin) Minute No. C 23518(4)

"That Council:

- (1) approves the draft submission to the consultation document Communityled retreat and adaptation funding: Issues and options, attached as Appendix 1 to Report No. CCASC2023/5/343; and
- (2) agrees to delegate authority to the Chair and Deputy Chair of the Komiti Kaupapa Taiao | Climate Change and Sustainability Committee and the Chief Executive to finalise the submission, consistent with discussions and any amendments made by the Komiti Kaupapa Taiao | Climate Change and Sustainability Committee."

#### e) Komiti Arotake Mahere ā-Rohe | District Plan Review Committee

16 November 2023

RESOLVED: (Cr Dyer/Deputy Mayor Lewis)

Minute No. C 23519(4)

"That the minutes of the Komiti Arotake Mahere ā-Rohe | District Plan Review Committee meeting held on 16 November 2023 be adopted with the exception of item 5."

#### **Recommended Item**

# Item 5) Housing and Business Development Capacity Assessment and housing bottom lines

<u>RESOLVED</u>: (Cr Dyer/Deputy Mayor Lewis) **Minute No.** C **23520(4)** *"That Council:* 

- (1) notes the 2023 update to the Housing and Business Development Capacity Assessment, available from the link in paragraph 6 of Report No. DPRC2023/5/347; and
- (2) resolves to alter the District Plan to update the body of the objective of section 1.10.3A Housing Bottom Lines, outlined in paragraph 14 of Report No. DPRC2023/5/347."

## f) Komiti Hanganga | Infrastructure and Regulatory Committee

23 November 2023

RESOLVED: (Cr Edwards/Cr Tupou)

Minute No. C 23521(4)

"That the minutes of the Komiti Hanganga | Infrastructure and Regulatory Committee meeting held on 23 November 2023 be adopted with the exception of item 5."

#### **Recommended Item**

#### Item 5) Korokoro Footpath Improvements

RESOLVED: (Cr Edwards/Deputy Mayor Lewis) Minute No. C 23522(4)

"That Council:

- (1) receives and notes this report;
- (2) note sections A, B, D, I, J, K, L and N (illustrated in Appendix 1 attached to Report No. IARCC2023/5/354) do not require further widening as they are currently at the recommended standard width; and
- (3) approves the following improvements to the footpaths in Korokoro as listed below (sections A-N illustrated in Appendix 1 attached to Report No. IARCC2023/5/354):
  - a) approves the installation of a vertically segregated footpath on section C to a minimum width of 1.5m, where feasible;
  - b) approves the installation of a vertically segregated footpath on section E to a minimum width of 1.2m, where feasible;
  - c) approves the widening of the existing walkway through the grass berm on section F to a minimum width of 1.5m, where feasible;
  - *d)* approves the installation of a vertically segregated footpath on section G to a minimum width of 1.5m, where feasible;
  - e) approves the widening of the existing footpath on section H to a minimum width of 1.5m, where feasible; and
  - f) approves re-allocation of road space on section M to shift the footpath from the east to the west to a minimum standard of 1.2m."

#### g) Komiti Ratonga o Te Awa Kairangi | Hutt Valley Services Committee

24 November 2023

RESOLVED: (Cr Dyer/Cr Shaw)

Minute No. C 23523(4)

"That the minutes of the Komiti Ratonga o Te Awa Kairangi | Hutt Valley Services Committee meeting held on 24 November 2023 be adopted with the exception of item 6."

#### Recommended Item

#### Item 6) Akatārawa Cemetery Development

Speaking under public comment, **Daniel Chrisp** spoke to a written statement attached as page 29 to the minutes.

Daniel Chrisp acknowledged the time constraints in finding more land for cemetery space, and suggested a due diligence process, public consultation, and land investigation.

The Director Neighbourhoods and Communities stated that the cemetery development project had been worked on for over 10 years. She advised that the committee recommended the development of Stages 1 and 2, and the design of Stage 3. She noted that officers would provide details on operational cost differences later.

In response to further questions from members, the Director Neighbourhoods and Communities clarified that the officers were satisfied with the plot size calculations. She explained that the two councils had been in a joint cemetery partnership for several years. She said the formula used to calculate the contributions from each council had not changed and was scheduled for a review.

RESOLVED: (Cr Dyer/Cr Shaw)

Minute No. C 23524(4)

"That Council:

- (1) receives the Akatārawa Cemetery Development report;
- (2) notes that a review of the Agreement for the Provision of Cemetery Services and Development of Cemetery Land at Akatārawa 2008 will be undertaken as per clauses 5.1 and 5.2 of the Agreement;
- (3) continues the design of Stages 1, 2 and 3 and development of Stages 1 and 2, at a rough order cost of \$4.2M, and note that this will provide approximately 40 years for ashes and 25 years for interments;
- (4) notes the rough order cost for stage 3 is \$7.1M and agrees that the design of Stage 3 continues;
- (5) notes that officers will report back to the committee regarding a review of the Agreement for the Provision of Cemetery Services and Development of Cemetery Land at Akatārawa 2008, including that both Upper Hutt and Hutt City are to decide if the capital costs of the cemetery development are to be recovered through user charges; and
- (6) notes the specific funding required using the Agreement for the Provision of Cemetery Services and Development of Cemetery Land at Akatārawa 2008 formula for the Akatārawa Cemetery development option for consideration of their respective 2024-2034 Long Term Plans."

#### 7. <u>MISCELLANEOUS</u>

## a) Seaview Marina Limited - Statement of Expectations 2024-25

Report No. HCC2023/5/385 by the Financial Accounting Manager

Deputy Mayor Lewis declared a conflict of interest and took no part in discussion or voting on the matter.

The Group Chief Financial Officer elaborated on the report. She advised the Statement of Expectation was similar to the previous year, with input from the Board's Chair and Council's Chief Executive.

RESOLVED: (Mayor Barry/Cr Stallinger)

Minute No. C 23525(4)

"That Council approves the Seaview Marina Limited Statement of Expectations 2024-2025 attached as Appendix 1 to Report No. HCC2023/5/385."

#### b) <u>Urban Plus Limited - Statement of Expectations 2024-25</u>

Report No. HCC2023/5/386 by the Director Economy and Development

Cr Brown declared a conflict of interest and took no part in voting on the matter.

In response to a question from a member, the Director Economy and Development stated that Urban Plus Limited (UPL) was successfully meeting the growing need for affordable housing and developing Community Housing Providers (CHiPs). He said that if the UPL was required to generate a profit, it could potentially put existing and upcoming contracts at risk.

The Chief Executive emphasised that UPL provided safe and affordable housing and reinvested its profits in creating more such homes.

Cr Briggs left the meeting at 3.43pm.

Cr Brown explained that UPL faced a considerable delay in the consenting process for a recent project. She said UPL had many projects in the pipeline and acknowledged that it carried significant risk before execution.

The Chief Executive agreed to report back to clarify that UPL was not making a loss and that the financial figures were subject to a timing issue.

### RESOLVED: (Mayor Barry/Cr Morgan)

Minute No. C 23526(4)

"That Council approves the Urban Plus Limited Statement of Expectations 2024-2025 attached as Appendix 1 to Report No. HCC2023/5/386."

#### c) Adoption of the Waste Management and Minimisation Plan 2023-2029

Report No. HCC2023/5/387 by the Advisor Waste Minimisation

Cr Briggs rejoined the meeting at 3.45pm.

The Senior Advisor, Climate and Solid Waste, elaborated on the report. He explained that the Waste Management and Minimisation Plan 2023-2029 (the plan) was a regional plan developed over the past 12 months with the involvement of eight councils in the region. He said the plan's primary objective was to promote a circular economy, which would contribute significantly to achieving this desired outcome.

Cr Mitchell acknowledged the work of officers involved across the region.

### RESOLVED: (Mayor Barry/Cr Mitchell)

Minute No. C 23527(4)

"That Council:

- (1) notes that, as required under the Waste Minimisation Act 2008, all councils are required to review and update their Waste Management and Minimisation Plans to receive ongoing waste levy funding from the Ministry for the Environment to carry out waste minimisation projects and activities;
- (2) notes that the Wellington Region Waste Management and Minimisation Joint Committee has undertaken the special consultative procedure for the finalised 2023-2029 Wellington Region Waste Management and Minimisation Plan as previously agreed by Council;
- (3) notes the Wellington Region Waste Management and Minimisation Joint Committee has recommended that all eight territorial authorities in the Wellington Region adopt the finalised 2023-2029 Wellington Region Waste Management and Minimisation Plan, attached as Appendix 1 to Report No. HCC2023/5/387;
- (4) notes that a Foreword may be included by the Chair or Deputy Chair of the Wellington Region Waste Management and Minimisation Joint Committee to the finalise 2023-2029 Waste Management and Minimisation Plan;
- (5) notes that further amendments could be made by the other councils in the Wellington region to their local action plans as part of their adoption process;
- (6) agrees to adopt the finalised 2023-2029 Wellington Region Waste Management and Minimisation Plan, attached as Appendix 1 to Report No. HCC2023/5/387, including any amendments made by the other councils to their local action plans; and
- (7) agrees to revoke the existing 2017-2023 Wellington Region Waste Management and Minimisation Plan."

## d) <u>Hutt City Council submission on Proposed Plan Change 1 to the Natural</u> Resources Plan for the Wellington Region

Report No. HCC2023/5/388 by the Head of Planning

Torrey McDonnell, Principal Planner from Incite Resource and Environment Consultants, was in attendance via audio-visual link for the item.

In response to a question from a member regarding Objective H08 (E.coli levels), Torrey McDonnell advised that the targets for e-coli were set by Greater Wellington Regional Council (GWRC). He said GWRC had agreed to review the target as it was apparent from the feedback that it would be challenging to achieve the target by the year 2040.

#### RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 23528(4)

"That Council approves the submission set out in the report and Appendix 1 attached to Report No. HCC2023/5/388 with the additional follow-up by officers on the E.coli matter discussed at the meeting."

#### e) <u>Te Wai Takamori o Te Awa Kairangi - Skate Park Engagement Update</u>

Report No. HCC2023/5/389 by the Senior Project Manager RiverLink

The Director Economy and Development elaborated on the report. He advised that after public consultation, Avalon Park was identified as the preferred relocation site for the skate park. He said that officers were currently collaborating with Waka Kotahi.

In response to questions from members, the Director Economy and Development advised officers were drafting a Memorandum of Understanding with Waka Kotahi to ensure a common understanding regarding budgets and funding.

In response to further questions from members, the Senior Project Manager, Riverlink advised that the second round of public consultation was expected to begin in March or April 2024. He added that a design contractor would be engaged before this time.

Cr Mitchell noted that 14% of the feedback received was negative about having a CBD location for a skate park. He expressed the importance of involving rangatahi youth in any decisions regarding the relocated skate park, including design decisions.

RESOLVED: (Mayor Barry/Cr Edwards)

Minute No. C 23529(4)

"That Council:

- (1) notes that a replacement skate park is required to offset the loss of the Melling Skate Park at Block Road under the consenting conditions for the Te Wai Takamori o Te Awa Kairangi project (RiverLink) and that the replacement park is required to be complete and in use before the removal of the existing skate park;
- (2) notes that officers have concluded community consultation on a new proposed site at Avalon Park;
- (3) notes that the majority of community feedback was supportive of Avalon as the proposed site and
- (4) approves the construction of a new skate park at Avalon Park."

The meeting adjourned at 3.57pm and resumed at 4.06pm.

The Chair gave an update on the recent weather event in the city. He advised that the Emergency Response Team had started working and urged people to stay home. Members were informed about the storm watch, which would remain in place until 9pm.

## f) Recommendations to Council from the Long Term Plan/Annual Plan Subcommittee meeting held on 12 December 2023

## RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 23530(4)

"That Council adopts the recommendations made on the following reports and any amendments agreed at the Long Term Plan/Annual Plan Subcommittee meeting held on 12 December 2023:

- a) Draft Long Term Plan 2024-34 progressing decisions on the financial aspects;
- b) Draft Long Term Plan 2024-34: further information on financial aspects of the budget;
- c) Jackson Street Programme proposed changes for consideration;
- d) Development Contributions Policy Review;
- e) Draft 2024-2034 Long Term Plan Infrastructure Strategy;
- f) Update on development of the 2024-2034 Long Term Plan and Consultation document; and
- g) Revenue and Financing Policy."

Cr Stallinger requested that his dissenting vote be recorded against parts (2), (9), (10), (16), and (17) contained under item a) Draft Long Term Plan 2024-34 – progressing decisions on the financial aspects.

#### 8. MINUTES

#### RESOLVED: (Mayor Barry/Cr Edwards)

Minute No. C 23531(4)

"That the minutes of the meeting of the Te Kaunihera o Te Awa Kairangi | Hutt City Council held on Tuesday, 3 October 2023, be confirmed as a true and correct record."

### RESOLVED: (Mayor Barry/Cr Edwards)

Minute No. C 23532(4)

"That the minutes of the meeting of the Te Kaunihera o Te Awa Kairangi | Hutt City Council held on Monday, 30 October 2023, be confirmed as a true and correct record."

#### RESOLVED: (Mayor Barry/Cr Edwards)

Minute No. C 23533(4)

"That the minutes of the meeting of the Te Kaunihera o Te Awa Kairangi | Hutt City Council held on Tuesday, 21 November 2023, be confirmed as a true and correct record."

#### 9. COMMITTEE MINUTES WITHOUT RECOMMENDED ITEMS

## a) Komiti Ngā Wai Hangarua | Wellington Water Committee

24 August 2023

RESOLVED: (Mayor Barry/Deputy Mayor Lewis)

Minute No. C 23534(4)

"That the Komiti Ngā Wai Hangarua | Wellington Water Committee minutes of the meeting held on 24 August 2023 be received and noted."

## b) Komiti Arotake Mahere ā-Rohe | District Plan Review Committee

18 October 2023

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 23535(4)

"That the minutes of the Komiti Arotake Mahere ā-Rohe | District Plan Review Committee meeting held on 18 October 2023 be adopted."

# c) <u>Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau |</u> <u>Long Term Plan/Annual Plan Subcommittee</u>

30 October 2023

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 23536(4)

"That the minutes of the Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee meeting held on 30 October 2023 be adopted."

#### d) <u>Komiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy</u> <u>Committee</u>

21 November 2023

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 23537(4)

"That the minutes of the Komiti Ratonga Rangatōpū me te Rautaki | Policy, Finance and Strategy Committee meeting held on 21 November 2023 be adopted."

# 10. SEALING AUTHORITY

Report No. HCC2023/5/13 by the Legal Co-ordinator

### RESOLVED: (Mayor Barry/Cr Parkin)

Minute No. C 23538(4)

"That Council:

- (1) approves the affixing of the Common Seal to all relevant documents in connection with the items specified in Schedule 1 in accordance with Standing Order 8.2; and
- (2) approves the warrants set out in Schedule 3.

SCHEDULE 1 - General Sealing Authority

Subdivision related documents - including Easements to Council

Standard easements and related requirements granting rights to Council as part of the subdivision process:

#### Easements in Gross

- a) 89 Copeland Street, Lower Hutt, Net (2020) Limited and Hutt City Council 57WNMYAPPKJ5-1407309756-628
- b) 5-9 Ariki Street, Lower Hutt, Williams Corporation WLG T1 Limited and Hutt City Council 57WNMYAPPKJ5-1407309756-630
- c) 5-7 Dyer Street, Lower Hutt, Dyer Street Developments (5) Limited and Hutt City Council 57WNMYAPPKJ5-1407309756-631
- d) 106 Mohaka Street, Wainuiomata, MHV Limited and Hutt City Council, 57WNMYAPPKJ5-1407309756-632, 57WNMYAPPKJ5-1407309756-633
- e) 13 McKay Street, Wainuiomata, Solid By AC/BC Limited and Hutt City Council 57WNMYAPPKJ5-1407309756-635
- f) 13-15 Biddle Crescent, Lower Hutt, Williams Corporation WLG T3 Limited and Hutt City Council, 57WNMYAPPKJ5-1407309756-638

Esplanade Strip under the Resource Management Act 1991

a) 1376 Coast Road, Wainuiomata, Title Reference(s) 1117096, 1117097, Peter Michael Torrington and Hutt City Council, 57WNMYAPPKJ5-1407309756-626

#### SCHEDULE 3 - WARRANTS

Rebecca Johnston	1.	Local Government Act 2002
		AUTHORISED PERSON pursuant to ss171, 173 (powers of
Warrant-23-24 HCC		entry in general)
		ENFORCEMENT OFFICER pursuant to s177 (including
		additional powers of entry)
	2.	Waste Minimisation Act 2008
		ENFORCEMENT OFFICER pursuant to s76(2)
Steven Williams	1.	Building Act 2004
		AUTHORISED OFFICER pursuant to s222
Warrant-23-25		
FARSIGHT NZ		

Brooklyn Loau	1.	Local Government Act 2002 AUTHORISED PERSON pursuant to ss171, 173 (powers of
Warrant-23-26 HCC		entry in general)
		ENFORCEMENT OFFICER pursuant to s177 (including additional powers of entry)
	2.	Building Act 2004
		AUTHORISED OFFICER pursuant to s222
	3.	Hutt Valley Trade Wastes Bylaw 2016
		AUTHORISED OFFICER pursuant to clauses 1.5 and 6.4
	1	(including powers under the Hutt Valley Drainage Act 1967)
	4.	Resource Management Act 1991 ENFORCEMENT OFFICER pursuant to s38(1)."

#### **QUESTIONS** 11.

### 12.

There were no questions. **EXCLUSION OF THE PUBLIC** RESOLVED: Minute No. C 23539(4) (Mayor Barry/Cr Briggs) "That the public be excluded from the following parts of the proceedings of this meeting, namely: 13. Minutes 3 October 2023 and 30 October 2023 14. Committee Minutes without Recommended Items Wellington Water Committee | Komiti Ngā Wai Hangarua - 24 August 2023 *b*) Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau | Long Term Plan/Annual Plan Subcommittee - 30 October 2023 15. Recommendations to Council from the Long Term Plan/Annual Plan Subcommittee meeting held on 12 December 2023 The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows: (*A*) (B) (C) General subject of the Reason for passing this Ground under section matter to be considered. resolution in relation to 48(1) for the passing of each matter. this resolution.

Minutes of the Te Kaunihera o Te Awa Kairangi | Hutt City Council held on 3 October 2023: Te Wai Takamori o Te Awa Kairangi (RiverLink) Property Matters The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)).The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

Minutes of the Te Kaunihera o Te Awa Kairangi | Hutt City Council held on 30 October 2023: Fraser Park Sportsville Update; and Funding request for Transport budget 2023-24

The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (\$7(2)(h)).

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

Report of the Komiti Ngā Wai Hangarua Wellington Water Committee held on 24 August 2023: Appointment to Directors to Wellington Water Limited The withholding of the information is necessary to protect the privacy of natural persons.(s7(2)(a)).

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

Minutes of Long Term Plan/Annual Plan Subcommittee dated 30 October 2023: Fraser Park Sportsville Update; and Funding request for Transport budget 2023-24

The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (\$7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist. or disadvantage, negotiations (including commercial and industrial negotiations) (s7(2)(i)).

Recommendations to Council from the Long Term Plan/Annual Plan Subcommittee meeting held on 12 December 2023: Seaview Marina Breakwater - proposed sale to Seaview Marina Limited; Changes to Silverstream Transfer Station Capital Expenditure Funding; and Te Wai Takamori o Te Awa Kairangi | RiverLink.

The withholding of the information is necessary to protect information which is subject to an obligation of confidence (s7(2)(c)). The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source, and it is *in the public interest* that such information should continue to be supplied (s7(2)(c)(i)). The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)).The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

(s7(2)(i)).

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

There being no further business, the Chair declared the public part of the meeting closed at 4.11pm. The public excluded part of the meeting closed at 4.13pm.

C Barry MAYOR

CONFIRMED as a true and correct record Dated this 27th day of March 2024

#### Mayor's Statement - 12 December 2023

Kia ora koutou,

I'll just give a quick update on what's been happening since we last met.

Firstly I want to acknowledge the opening of the Mā-koromiko section of Tupua Horo Nuku. Our opening day was well attended and it was great to see so many people enjoying the new path. It provides walkers and cyclists with a safer route along the bays and encourages people to get out into the fresh air while getting some exercise. It will also better connect communities in the Eastern Bays and beyond.

We've also confirmed funding for the entirety of our Tupua Horo Nuku project. It's great to have the backing and funding from central government, with Waka Kotahi and Crown Infrastructure Partners contributing towards the \$79.9m project.

On November 21, Hutt City Council voted to create a Māori ward for the 2025 local government elections. This represents our ongoing commitment to bringing Māori voices into the heart of our decision-making in Te Awa Kairangi ki Tai.

Over recent years we have been focused on deepening our relationship with our Mana Whenua partners and Māori across our city. Establishing a Māori Ward is the right next step to build on what we've done so far. I look forward to seeing a Māori Ward councillor around the council table from 2025, and to work with them and our Mana Whenua partners to advance the wellbeing of Māori and all those who live in our city.

Since we last met, we have also seen the formation of a new coalition government. Lower Hutt continues to have a strong presence in the House with Ginny Andersen returned, a new MP for Hutt South in Right Hon. Chris Bishop and Chris Hipkins returned in Remutaka.

Cushla Tangaere-Manuel and Tākuta Ferris will represent our city in Ikaroa-Rāwhiti and Te Tai Tonga respectively. We also have a new Minister for Local Government, Simeon Brown, who we will also closely work with.

As has been the case on many occasions — we won't always agree, but we stand ready to work with the government for our people, city, and region.

Finally, I'd like to extend a massive thank you to all our Hutt City Council staff. On top of a busy year of BAU, we are in the middle of a gruelling LTP process, and we can't underestimate the amount of work that has been done and the quality of advice we are receiving.

Thank you to Jenny Livschitz and the Finance team, our Corporate Planning and Communications & Engagement team, and of course Democratic Services for their continued support on this. But every staff member has played and continued to play an important part in our delivery of the LTP.

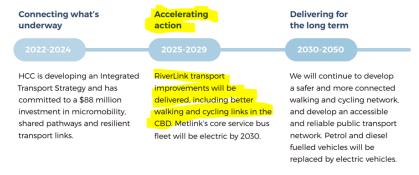
I want to wish all our Council staff a safe, happy, and restful holiday season and reflect on a productive 2023. And thank you to our workers who are performing their roles throughout this holiday period to make sure our services continue to run smoothly - I hope you find some time soon to take some time off.





Source: Te Ara <u>Whakamua</u> o Te Awa Kairangi ki Tai Lower Hutt Climate Action Pathway, page 8

### How transport will contribute in the long term



Source: Te Ara <u>Whakamua</u> o Te Awa Kairangi ki Tai Lower Hutt Climate Action Pathway, page 26

	tCO2e
Annual:	
Do nothing	395,647
With Riverlink	394,827
Average Reduction	-820
Mode shift contributes	-16
Construction (one off)	+12,294
Total INCREASE (2031-40)	+4,230
	Source: Climate Impact Policy Assessm Sworn Evidence to the Environment Court 2

"The Lower Hutt Climate Action Pathway has a 2030 goal for 50% reduction in city emissions .....

Hutt City Council strategies to achieve these goals include transformational project Te Awa Kairangi / Riverlink ..."

Source: HCC Press Release 13 July 2023

Council meeting 12/12/2023

The English prime minister (1868-1894) Sir William Ewart Gladstone "Show me the manner in which a nation cares for its dead, and I will measure with mathematical exactness the tender mercies of its people, their respect for the laws of the land and their loyalty to high ideals" How are HCC treating their dead?

Doing what is right is not always easy, doing what is easy is not always right.

<u>HVSC minutes -</u> To clarify - My comment was acknowledging that Mana Whenua were consulted in the 2000's regarding new cemetery land, this has been documented. Public and residents were never consulted. My OIA in November 2022 asked for all documented consultation regarding the decision to join cemetery services with Akatārawa rather than pursue new land options and the OIA response only provided mana whenua consultation documents.

<u>Today's discussion -</u> I believe the decision today should be to fix previous councils errors and properly consult regarding cemetery options, specifically residents' feelings about continuing to use Akatārawa Cemetery. Residents need to be aware that the current option is 11 million (halved for our share) for a potential 38.5 years of cemetery use. And also that UHCC are getting free use of our land parcel at Akatarawa!

I don't like to be one to reflect on the past as its generally not helpful, however a quick commentit needs to be acknowledged that both councils have left this very late in the piece to do this work, the project states that we will run out of space by 2026/27 in Akatarawa, that leaves a very short window to get this work done. Both councils need to consider some accountability for poor decision making and not starting this project in 2017 after Taita closed for new plots. The further question for both councils is - has there been a capacity and development report done for the existing Akatarawa Cemetery to maximise land use? If not, why not?

After the HVSC committee meeting raising the calculations issue and raising it again as a board member at the council briefing, I am still not confident that stages 1 and 2 will provide 25 years for burials, at best I can calculate using industry best practice and nationwide accepted plot sizes (4.5-5m2 plots) that we may get 22.5 years. This would be the maximum. It was confirmed at the council briefing most plots can be double depth so that is no longer a concern. I would hope most of us are looking at the cost of stage 3 and thinking the cost is too high. (\$7m for only 1.3 hectares of land use) And my calculations for that area put it at 16 years, not 19.

Council officers / consultants need to provide the data and how they calculated the capacity graph in the report to the HVSC. Industry best practice for developing new cemeteries is to provide a minimum of 30 years lifespan. If we proceed with development of this land, we are kicking the can down the road. It will be merely 10 years and we will be talking about this again. Taita Cemetery provided for 125 years, Akatarawa has provided for 118 years, Makara cemetery has provided for 58 years, Whenua Tapu has provided for 48 years.

The ideal land for cemetery development is typically farmland, the land parcel we own in Akatarawa is covered in bush, with multiple streams and wetland areas. Costing us more to develop.

We have 1.8m in the LTP for 24/25, then 3m in 29/30. I would argue now is the best time to pause and consider the best use for that money, considering the results of a proper and genuine consultation with the public.

#### TE KAUNIHERA O TE AWA KAIRANGI | HUTT CITY COUNCIL

Minutes of an ordinary meeting of The Hutt City Council held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on

# Tuesday 20 February 2024 commencing at 11.17am

**PRESENT:** Mayor C Barry (Chair) Deputy Mayor T Lewis

Cr G Barratt Cr J Briggs

Cr K Brown Cr B Dyer (via audio-visual link)

Cr S Edwards Cr A Mitchell
Cr K Morgan Cr C Parkin
Cr N Shaw Cr T Stallinger

**APOLOGIES:** An apology was received from Cr G Tupou

**IN ATTENDANCE:** J Miller, Chief Executive (via audio-visual link)

A Blackshaw, Director Neighbourhoods and Communities

J Griffiths, Director Strategy and Engagement

A Geddes, Director Environment and Sustainability J Kingsbury, Director Economy and Development

J Livschitz, Group Chief Financial Officer K Glanville, Senior Democracy Advisor

H Clegg, Minute Taker

#### **PUBLIC BUSINESS**

## 1. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

Whakataka te hau ki te uru

Cease the winds from the west

Whakataka te hau ki te tonga

Kia mākinakina ki uta

Cease the winds from the south

Let the breeze blow over the land

Let the breeze blow over the ocean

E hī ake ana te atakura

Let the red-tipped dawn come with a sharpened air.

He tio, he huka, he hau hū

A touch of frost, a promise of a glorious day.

Tīhei mauri ora.

### 2. <u>APOLOGIES</u>

RESOLVED: (Mayor Barry/Deputy Mayor Lewis) Minute No. C 24101

"That the apology received from Cr Tupou be accepted and leave of absence be granted."

### 3. PUBLIC COMMENT

There was no public comment.

### 4. CONFLICT OF INTEREST DECLARATIONS

Cr Dyer declared a conflict of interest in relation to Item 5) 'Approval for travel to Minoh City for Cr Dyer'.

Cr Brown declared a conflict of interest in relation to matters relating to Urban Plus Limited (UPL). Cr Brown was Council's representative on the Board of UPL.

### 5. APPROVAL FOR TRAVEL TO MINOH CITY FOR CR DYER

Memorandum dated 5 February 2024 by the Head of Mayor's Office

Cr Dyer declared a conflict of interest and took no part in discussion or voting on the matter.

The Chair confirmed that email approval had been obtained from members prior to travel. He said he was now seeking formal, restrospective approval.

RESOLVED: (Mayor Barry/Cr Mitchell)

Minute No. C 24102

"That Council:

- (1) receives and notes the information;
- (2) notes that due to timeframes, approval for international travel for Councillor Dyer was provided by elected members via email prior to the travel; and
- (3) retrospectively confirms international travel for Councillor Dyer to visit Minoh City."

# 6. RECOMMENDATIONS TO COUNCIL FROM THE LONG TERM PLAN/ANNUAL PLAN SUBCOMMITTEE MEETING HELD ON 20 FEBRUARY 2024

RESOLVED: (Mayor Barry/Cr Dyer)

Minute No. C 24103

"That Council adopts the recommendations made on the following reports, and any amendments agreed at the Long Term Plan/Annual Plan Subcommittee meeting held on 20 February 2024:

- a) Draft 2024-2034 Long Term Plan and Consultation document;
- b) Three Waters Further Advice for 2024-2034 Long Term Plan;
- b)a) Investment required to eliminate water leak backlog;
- b)b) Draft Long Term Plan 2024-2034 Further information on the rating impact for Three Waters capital investment;
- c) Approval of draft Development and Financial Contributions Policy 2024 for consultation;
- d) Rates Remission and Rates Postponement Policies; and
- e) Three Waters Capital Works Programme Review 2023/24."

#### 7. **QUESTIONS**

There were no questions.

#### 8. EXCLUSION OF THE PUBLIC

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. C 24104

"That the public be excluded from the following parts of the proceedings of this meeting, namely:

9. Recommendations to Council from the Long Term Plan/Annual Plan Subcommittee meeting held on 20 February 2024 – Te wai takamori o te awa kairangi – programme update

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A) (B)

General subject of the Reason for passing this Groun matter to be considered. resolution in relation to 48(1) f each matter. this res

Ground under section 48(1) for the passing of this resolution.

Recommendation to Council from the Long Term Plan/Annual Plan Subcommittee meeting held on 20 February 2024 – The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage,

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of Te Wai Takamori o Te Awa Kairangi – Programme Update commercial activities (s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage,

commercial and industrial negotiations)

negotiations (including

(s7(2)(i)).

information for which good reason for withholding exist.

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

There being no further business, the Chair declared the meeting closed at 11.22am.

C Barry MAYOR

CONFIRMED as a true and correct record Dated this 27th day of March 2024

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#### TE KAUNIHERA O TE AWA KAIRANGI | HUTT CITY COUNCIL

Minutes of an ordinary meeting of The Hutt City Council held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on

# Wednesday 6 March 2024 commencing at 3.35pm

**PRESENT:** Mayor C Barry (Chair) Deputy Mayor T Lewis

Cr G Barratt Cr J Briggs
Cr K Brown Cr B Dyer
Cr S Edwards Cr A Mitchell
Cr K Morgan Cr C Parkin
Cr N Shaw (from 3.36pm) Cr T Stallinger

**APOLOGIES:** Cr Tupou

**IN ATTENDANCE:** J Miller, Chief Executive (part meeting)

A Blackshaw, Director Neighbourhoods and Communities

(part meeting)

J Griffiths, Director Strategy and Engagement (part meeting) A Geddes, Director Environment and Sustainability (part

meeting)

J Kingsbury, Director Economy and Development (part

meeting)

J Livschitz, Group Chief Financial Officer (part meeting)

B Hodgins, Strategic Advisor (part meeting)

M Randall Senior Advisor Climate and Sustainability (part

meeting

K Stannard, Head of Democratic Services (part meeting)

J Randall, Democracy Advisor (part meeting)

#### **PUBLIC BUSINESS**

### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru

Whakataka te hau ki te tonga

Kia mākinakina ki uta

Kia mātaratara ki tai

E hī ake ana te atakura

Cease the winds from the west

Cease the winds from the south

Let the breeze blow over the land

Let the breeze blow over the ocean

Let the red-tipped dawn come with

He tio, he huka, he hau hū

a sharpened air.

Tihei mauri ora.

A touch of frost, a promise of a

glorious day.

#### 2. APOLOGIES

RESOLVED: (Mayor Barry/Cr Mitchell)

Minute No. C 24101(2)

"That the apology received from Cr G Tupou be accepted and leave of absence be granted."

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### 3. PUBLIC COMMENT

There was no public comment.

Cr Shaw joined the meeting at 3.36pm.

### 4. CONFLICT OF INTEREST DECLARATIONS

Mayor Campbell declared a conflict of interest in item 6 and took no part in discussion or voting on the matter.

Cr Briggs and Cr Shaw declared conflicts of interest in item 10 and took no part in voting on the matter.

## 5. REGIONAL COLLABORATION ON A WATER SERVICES DELIVERY PLAN

Report No. HCC2024/1/59 by the Strategic Advisor

The Strategic Advisor elaborated on the report.

In response to a question from a member, the Strategic Advisor stated that nine authorities in the region were considering signing a Memorandum of Understanding to collaborate on a plan for delivering water services.

Mayor Barry confirmed that various authorities in the region were willing to collaborate. He emphasised the importance of Council considering the requirements of the entire regional and devising a sustainable water supply and wastewater system that would serve the future generations. He committed to working with other regional authorities with a sense of urgency to develop a water service delivery plan.

#### RESOLVED: (Mayor Barry/Cr Edwards)

Minute No. C 24102(2)

"That Council:

- (1) notes the Government's intended legislative changes to give effect to Local Water Done Well policy, including the requirement on councils to develop a water service delivery plan;
- (2) approves signing of a Memorandum of Understanding (MoU) (attached as Appendix 1 to the report) to jointly develop a water service delivery plan with the other councils in the Wellington region;
- (3) agrees to delegate authority to the Chief Executive to finalise the MoU, consistent with discussions and any amendments made by Council; and
- (4) agrees to nominate the Mayor to be Council's representative on the Advisory Oversight Group for the joint water service delivery plan process."

# 6. PROPOSED OVERSEAS TRAVEL: UNITED KINGDOM INFRASTRUCTURE DELEGATION

Report No. HCC2024/1/61 by the Head of Democratic Services

Mayor Barry declared a conflict of interest and took no part in the discussion or voting on the matter.

Deputy Mayor Lewis assumed the Chair for the duration of the item.

The Chief Executive elaborated on the memorandum.

In response to questions from members, the Chief Executive highlighted that the recommendations were a simple request for travel and, therefore, did not take into account any potential climate change impacts. She acknowledged that the delegation's learnings from Infrastructure New Zealand's delegation (the delegation) could help mitigate the effects of climate change in the region. She stated that she was not aware if any other representatives from the region were attending the delegation. She agreed that officers could look into requesting the cost of any future similar delegations to be shared across the region.

Cr Edwards expressed support for the motion. He believed it was beneficial for Mayor Barry to attend the delegation. He considered it as an investment towards learning better ways to manage water. He stated that Mayor Barry's knowledge and experience made him an excellent candidate to attend the delegation.

Cr Morgan expressed support for the motion. She stated that the relationships built during the delegation would benefit future Council work. She suggested arranging virtual delegations and tours to reduce costs.

Cr Briggs expressed support for the motion. He stated that the cost was a small investment considering the long term benefits for the city.

Cr Brown expressed support for the motion. She said the opportunity to view different water management methods would benefit the city.

Deputy Mayor Lewis expressed support for the motion. She stated that exploring different waste management methods would benefit the city.

RESOLVED: (Deputy Mayor Lewis/Cr Edwards) Minute No. C 24103(2)

"That Council:

- (1) notes and receives the information;
- (2) notes the Infrastructure New Zealand's delegation programme attached as Appendix 1 to the report;
- (3) notes that the cost of the travel, estimated at \$10,000, and registration fee of \$7,900 will be covered by the Mayor's Office budget; and
- (4) approves the travel request for Mayor Barry to attend Infrastructure New Zealand's delegation to the United Kingdom from Sunday, 16 to Saturday, 22 June 2024."

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Mayor Barry resumed the Chair.

# 7. RECOMMENDATIONS TO COUNCIL FROM THE POLICY, FINANCE AND STRATEGY COMMITTEE MEETING HELD ON 6 MARCH 2024

RESOLVED: (Mayor Barry/Cr Mitchell)

Minute No. C 24104(2)

"That Council adopts the recommendations made on the following reports and any amendments agreed at the Policy, Finance and Strategy Committee meeting held on 6 March 2024:

- 5(a) Seaview Marina Limited Draft Statement of Intent 2024/25 to 2026/27; and
- 5(b) Urban Plus Limited Draft Statement of Intent 2024/25 to 2026/27."

## 8. QUESTIONS

There were no questions.

# 9. EXCLUSION OF THE PUBLIC

RESOLVED: (Mayor Barry/Deputy Mayor Lewis)

Minute No. C 24105(2)

"That the public be excluded from the following parts of the proceedings of this meeting, namely:

- 10. Recommendation to Council from the Climate Change and Sustainability
  Committee meeting held on 20 February 2024: Panel Members for Low Carbon
  Acceleration Fund
- 11. Recommendations to Council from the Chief Executive's Performance Review Subcommittee Chief Executive's Employment Agreement: Chief Executive's Employment Agreement

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A)	(B)	(C)
General subject of the matter to be considered	, , e	Ground under section 48(1) for the passing of this resolution.
Recommendation to Council from the Climate Change and Sustainability Committee meeting held on 20 February 2024: Panel members	The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which

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for Low Carbon Acceleration Fund

Recommendations to Council from the Chief Executive's Performance Review Subcommittee - Chief Executive's Employment Agreement.

The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).

good reason for withholding exist.

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

There being no further business the Chair declared the public part of the meeting closed at 3.52pm. The public excluded part of the meeting closed at 4.19 pm.

C Barry MAYOR

CONFIRMED as a true and correct record Dated this 27th day of March 2024

#### **HUTT CITY COUNCIL**

# KOMITI RATONGA RANGATŌPŪ ME TE RAUTAKI POLICY, FINANCE AND STRATEGY COMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road Lower Hutt on

# Monday 30 October 2023 commencing at 2.00pm

**PRESENT:** Mayor C Barry (via audio-visual

link)

Cr K Brown Cr B Dyer

Cr Edwards Deputy Mayor T Lewis (Chair)

Cr K Morgan Cr C Parkin

Cr T Stallinger

**APOLOGIES:** Cr Mitchell

**IN ATTENDANCE:** A Blackshaw, Director Neighbourhoods and Communities

J Griffiths, Director Strategy and Planning

K Puketapu-Dentice, Director Economy and Development

B Cato, Chief Legal Officer

R Hardie, Head of Strategy and Policy D Newth, Financial Accounting Manager J Livschitz, Group Chief Financial Officer

C Parish, Head of Mayor's Office

H Singh, Advisor, Strategic Planning and Business

J Randall, Democracy Advisor

# **PUBLIC BUSINESS**

#### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru

Cease the winds from the west

Cease the winds from the south

Kia mākinakina ki uta

Kia mātaratara ki tai

Cease the winds from the south

Let the breeze blow over the land

Let the breeze blow over the ocean

E hī ake ana te atakura

Let the red-tipped dawn come with a sharpened a A touch of frost, a promise of a glorious day.

Tīhei mauri ora.

#### 2. APOLOGIES

RESOLVED: (Deputy Mayor Lewis/Cr Edwards)

Minute No. PFSC 23501

"That the apology received from Cr Mitchell be accepted and leave of absence be granted."

### 3. PUBLIC COMMENT

There was no public comment.

### 4. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

# 5. RECOMMENDATION TO COUNCIL | TE KAUNIHERA O TE AWA KAIRANGI - 30 OCTOBER 2023

Hutt City Council Group Annual Report 2022-23

John Whittal, Audit Director and Chee Hong Lim, Audit Manager, were in attendance for the item.

The Head of Strategy and Policy elaborated on the report. He highlighted the changes made to the Annual Report due to the Councillor and Auditor feedback.

The Audit Director advised the audit opinion remained qualified concerning the statement of service provision. He explained the number of complaints reported against stormwater and wastewater did not meet requirements. He said the opinion on Council's financial statements was unmodified. He referred to the two 'emphasis of matter' paragraphs that had been included to highlight disclosures regarding the governance of the Three Waters reform and Council's decision to report on its greenhouse gas emissions. He explained these disclosures highlighted uncertainties.

# RECOMMENDED: (Cr Dyer/Cr Brown) Minute No. PFSC 23502

"That the Committee recommends that Council:

- (1) notes that on 26 September 2023, the Audit and Risk Subcommittee considered the draft content of the Hutt City Council Group Annual Report 2022-23 and recommended that Council endorses the adoption of the Group Annual Report subject to satisfactory resolution of:
  - a. completion of final design and minor editorial changes;
  - b. completion of the external audit and any adjustments required; and
  - c. receipt of final audit clearance from Audit New Zealand;
- (2) notes that on 16 October 2023 the interim unaudited Annual Report 2022-23 was received and noted by the Policy, Finance and Strategy Committee;
- (3) notes that there have been amendments made to the draft Group Annual Report since it was considered by the Policy, Finance and Strategy Committee and that these amendments are detailed in the report and the supplementary report;
- (4) approves the draft Group Annual Report 2022-23 and Annual Report Summary

- 2022-23, separately circulated as Appendices 1 and 2 to the report, subject to receipt of final audit clearance;
- (5) receives Audit New Zealand's opinion on the Group Annual Report 2022-23 and Summary Annual Report 2022-23;
- (6) adopts the Group Annual Report 2022-23;
- (7) adopts the Summary Annual Report 2022-23; and
- (8) delegates to the Chief Executive authority to make minor editorial changes to the 2022-23 Annual Report before publication."

### 6. **QUESTIONS**

There were no questions.

## 7. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

Unuhia! Unuhia!

Unuhia i te uru-tapu-nui Kia wātea, kia māmā Te ngākau, te tinana, te wairua i te ara takatū

Koia rā e Rongo whakairihia ake ki runga

Kia wātea, kia wātea! Ae rā, kua wātea! Hau, pai mārire. Release us from the supreme sacredness of our tas To be clear and free in heart, body and soul in our continuing journey Oh Rongo, raise these words up high so that we be cleansed and be free, Yes indeed, we are free!

Good and peaceful

There being no further business the Chair declared the meeting closed at 2.10 pm.

T Lewis **CHAIR** 

CONFIRMED as a true and correct record Dated this 12th day of December 2023

#### **HUTT CITY COUNCIL**

# KOMITI ITI MAHERE Ā-NGAHURUTANGA / MAHERE Ā-TAU LONG TERM PLAN/ANNUAL PLAN SUBCOMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on

# Monday 27 November 2023 commencing at 9.30am

**PRESENT:** Mayor C Barry (Chair) Deputy Mayor T Lewis

Cr G Barratt (from 12.12pm)
Cr B Dyer
Cr A Mitchell
Cr C Parkin
Cr T Stallinger
Cr G Brown
Cr S Edwards
Cr K Morgan
Cr N Shaw
Cr G Tupou

**APOLOGIES:** Cr J Briggs. Cr G Barratt for lateness

**IN ATTENDANCE:** J Miller, Chief Executive (part meeting)

A Blackshaw, Director Neighbourhoods and Communities

J Griffiths, Director Strategy and Engagement

A Geddes, Director Environment and Sustainability

K Puketapu - Dentice, Director, Economy and Development

J Livschitz, Group Chief Financial Officer

C Ellis, Head of Chief Executive's Office (part meeting)

C Parish, Head of Mayor's Office (part meeting) L Allott, Chief Digital Officer (part meeting)

D Nunnian, Manager Financial Strategy and Planning (part

meeting)

J Scherzer, Head of Climate and Solid Waste (part meeting)

J Lamb, Head of Business and Economy (part meeting)

J Kingsbury, Head of Transport (part meeting)

A Andrews, Finance Transaction Services Manager (part

meeting)

B Hodgins, Strategic Advisor (part meeting)

K Chitham, Head of Arts and Culture (part meeting)

R Hardie, Head of Strategy and Policy (part meeting)

R Houlbrooke, Policy Lead (part meeting)

D Millin, Principal Advisor Transport (part meeting)

R Carrig, Engagement Lead (part meeting)

S Bascand, Advisor Engagement, (part meeting)

V Jones, Senior Communications Advisor

K Stannard, Head of Democratic Services

K Glanville, Senior Democracy Advisor

#### **PUBLIC BUSINESS**

#### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū Tīhei mauri ora. Cease the winds from the west
Cease the winds from the south
Let the breeze blow over the land
Let the breeze blow over the ocean
Let the red-tipped dawn come with
a sharpened air.
A touch of frost, a promise of a
glorious day.

## 2. APOLOGIES

RESOLVED: (Mayor Barry/Cr Tupou)

Minute No. LTPAP 23501(2)

"That the apology received from Cr Briggs be accepted and leave of absence be granted and the apology for lateness received from Cr Barratt be accepted."

## 3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

#### 4. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

# 5. RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI COUNCIL - 27 November 2023

a) Draft Long Term Plan 2023-34 - progressing decisions on the financial aspects

The Group Chief Financial Officer elaborated on the report and referred to a presentation available <a href="here">here</a>.

In response to questions from members, the Group Chief Financial Officer stated that cutting discretionary spending would be extremely challenging to offset the \$1.5B needed to uplift renewals.

Mayor Barry clarified that closing libraries and pools would still put significant pressure on the rates due to the challenges with water.

The Group Chief Financial Officer advised that funding the capital investment budget required significant rate increases.

### PRECEDENCE OF BUSINESS

In accordance with Standing Order 10.4, the Chair accorded precedence to items 5b) and 5c). The items are recorded in the order in which they are listed on the Order Paper.

Mayor Barry directed the members' attention to Table 3, which outlined key budget matters approved in principle by Council to date.

In response to a question from a member, the Director Neighbourhoods and Communities indicated that 8% of loans were made through shared systems in smart libraries. The Director of Economy and Development advised that the request for a budget of \$450k per annum for urban renewal had been sent to Kāinga Ora to clarify their expectations. He confirmed that Kāinga Ora had asked to deliver 3,500 homes, so a project team was needed to ensure delivery.

Mayor Barry requested that officers indicate the position of the new government in future reports regarding policy funding.

Mayor Barry directed the members' attention to Table 4, which outlined the bulk water costs and three waters capex.

## RECOMMENDED: (Mayor Barry/Cr Mitchell) Minute No. LTPAP 23502(2)

"That the Subcommittee recommends that Council agrees to the Greater Wellington Regional Council bulk water cost increase as detailed in Table 4, item 1 of Report No. LTPAP2023/5/373."

Mayor Barry directed the members' attention to Table 5, which outlined the Reserves Investment Strategy.

#### RECOMMENDED: (Mayor Barry/Cr Mitchell) Minute No. LTPAP 23503(2)

"That the Subcommittee recommends that Council agrees to the Reserves financial contributions revenue changes ad detailed in Table 5, item 1 of Report No.

#### LTPAP2023/5/373."

Mayor Barry directed the members' attention to Table 6 which outlined the savings matters for consideration.

In response to a question from a member, the Director Strategy and Engagement clarified that not all policy development work was funded through the Strategy and Policy budget. He explained that the current budget had been allocated to finance the representation review advice, short term support for the Long Term Plan project management, and independent advice on the research pieces.

Cr Shaw, Cr Parkin, Cr Morgan, Cr Brown and Cr Mitchell opposed the reduction in Mauri Ora funding.

Cr Edwards believed that Council needed to demonstrate to the community that it had taken cost cutting measures and tried to spread the burden. He said that the 10% reduction in Mauri Ora conveyed that message.

In response to a question from a member, the Director Neighbourhoods and Communities stated that there was a small underspend in the community funding, which was allocated later in the year.

Mayor Barry, Cr Edwards and Cr Stallinger supported the views of Cr Edwards.

In response to a question from a member regarding E Tu Trust, the Director Neighbourhoods and Communities stated that the larger infrastructure projects had a contingency fund for public art.

Deputy Mayor Lewis opposed reducing the E Tu Trust funding but supported delaying it to the next Long Term Plan.

Cr Shaw supported the views made by Deputy Mayor Lewis.

Mayor Barry summarised the comments made by the members that the budget for the E Tu Trust would be reduced and that the budget should be reviewed in three years as part of the long term process.

In response to a question from a member, the Group Chief Financial Officer advised that the full set of financial statements would be considered at the Council meeting on 12 December 2023.

Cr Stallinger asked for a breakdown of staff numbers by divisions for 2018 and June last year.

Mayor Barry directed the members' attention to draft Long Term Plan capital projects.

In response to a question from a member, the Director, Economy and Development confirmed that Council had a contractual obligation to maintain the current level of investment for the Civic Events Centre.

Mayor Barry asked for more detailed information regarding future investment in the Civic Events Centre to provide members with a better understanding.

In response to questions from members, the Director Neighbourhoods and Communities clarified that the funding was intended for community panel projects that had not yet been delivered. She advised that there had been a delay in the construction of the Bay Street changing toilet due to a water pipe issue. She highlighted the budget for parks and reserves, which included extra funding for public toilets. She added that the Korohiwa bus barn renewal and Hardwick Smith Lounge were included in the list of assets to be reviewed. She agreed to report on the cost recovery of the sports field.

In response to questions from members, the Group Chief Financial Officer clarified that development contributions recouped the costs of subdivision road improvements. She advised that she would verify Council decision in October 2023 regarding the defibrillators. She agreed to provide an update on the monthly parking fees for the Riverbank carpark.

In response to a question from a member, the Director Strategy and Engagement clarified that the review of the Encroachment Policy was included in the policy work programme, with work set to begin in 2024.

Mayor Barry asked officers to verify whether Council was aligned with other private companies regarding their EV charges.

In response to a question from a member, the Director Environment and Sustainability confirmed that the administration fees covered the inspection of properties by the Animal Services officers. She agreed to provide an update regarding the significant increase in building fees for minor works.

In response to a question from a member, the Head of Transport clarified that paid parking for the Riverbank carpark was covered from Monday to Sunday.

## RECOMMENDED: (Mayor Barry/Cr Edwards) Minute No. LTPAP 23504(2)

"That the Subcommittee recommends that Council:

- (1) agrees the savings for Matariki events as detailed in Table 6, item 1 and Appendix 1 of Report No. LTPAP2023/5/373;
- (2) agrees an increase to the funding for events partnerships of \$50k for year one;
- (3) agrees to reduce the Strategy and Policy specialist services budget as detailed in Table 6, item 2 and Appendix 1 of Report No. LTPAP2023/5/373;
- (4) refers the Mauri Ora fund matter to the Long Term Plan/Annual Plan Subcommittee meeting on 12 December 2023; and
- (5) agrees to reduce the Arts and Culture budget for the E Tu Trust as detailed in Table 6, item 4 and Appendix 1 of Report No. LTPAP2023/5/373 and review the budget in three years' time as part of the next Long Term Plan process."

The motion was taken in parts. Parts (1) – (6) were declared CARRIED on the voices.

## RECOMMENDED: (Mayor Barry/Cr Brown) Minute No. LTPAP 23505(2)

"That the Subcommittee recommends that Council:

- (1) notes that there are a range of financial risks associated with legislative changes, the capital programme, operating expenditure, and the proposed revenue settings;
- (2) agrees to the capital project schedules as detailed in Appendix 2 attached to the report;
- (3) agrees in principle the rates revenue increase settings presented in Graph 4 and notes that further adjustments are to be made to reflect the Subcommittee decisions of today;
- (4) agrees with the targeted rates for Wastewater and Water Supply presented in Section F of this report;
- (5) agrees with the targeted rates for Refuse, Recycling and Green Waste presented in Section F of this report and provides direction to officers in the preparation of the Draft Long Term Plan 2024-2034; and
- (6) agrees to the proposed fees and charges and provides direction to officers in the preparation of the Draft Long Term Plan 2024-2034; refer to appendix 3 attached to the report."

Cr Stallinger requested that his dissenting vote on part (3) above be recorded.

b) Three Waters Capital Investment options for the Draft Long Term Plan 2024-2034

Steve Hutchison, Chief Wastewater Advisor, Laurence Edwards, Chief Advisor Drinking Water and Peter Wells, Manager Service Planning Wellington Water Limited (WWL) were in attendance for the item.

Mayor Barry referred to a letter from the Board Chair of Wellington Water Limited attached as pages 17-19 to the minutes.

The Strategic Advisor elaborated on the report.

In response to questions from members, the Chief Advisor Drinking Water, WWL stated that he would provide further information regarding water meter savings and benefits, the use of water meters at Kāpiti Coast District Council and Auckland City Council and leak reductions.

The Chief Executive confirmed that the information would be included in a report to be considered at a future meeting.

In response to questions from members, the Strategic Advisor stated that the wastewater projects were a top priority. He noted that officers would prefer to deliver all projects within the first two to three years.

The Chief Advisor Drinking Water, WWL elaborated on the conditions of the reservoirs.

Mayor Barry foreshadowed an additional recommendation asking Greater Wellington Regional Council to indicate ongoing bulk water charges depending on the introduction of water meters.

Cr Dyer suggested bringing forward the odour control for the Seaview Wastewater Treatment Plant. Mayor Barry asked officers to consider the suggestion and provide a report at a future meeting.

The meeting adjourned at 10.53am and resumed at 11.01am.

Cr Dyer expressed comfort with the recommendations. He stressed the importance of clearly communicating the risks to the community in the consultation document if Council does not invest in these items.

Cr Edwards expressed comfort with the recommendations. He expressed agreement with Cr Dyer's comments on the education front to get people up to speed on the issues.

Cr Stallinger expressed agreement with the comments made by Crs Dyer and Edwards and stated that this was the preferred option available at the moment. He looked forward to seeing the results of the officers' work.

Cr Brown expressed support for the recommendations. She acknowledged that Council had been criticised for not consulting with the public or allowing them enough time to provide their input. She emphasised the importance of informing the public about the challenges that Council faced.

Mayor Barry agreed with the previous comments made by members. He emphasised that the real challenge was operating within a system that was not fit to deliver this kind of infrastructure investment. He said it was important to demonstrate these challenges to the new government.

## RECOMMENDED: (Mayor Barry/Cr Stallinger) Minute No. LTPAP 23506

"That the Subcommittee recommends that Council:

- (1) notes the CAPEX investment options for consideration;
- (2) agrees to the preferred option 2, being "Updated baseline plus water meters" as detailed in the report to be included in the draft Long Term Plan 2024-2034 for public consultation, noting water meters will be a separate part of the Long Term Plan consultation;
- (3) agrees to include alternative options for consultation on capital investment for water infrastructure, which will be progressed as Council continues its draft Long Term Plan process;
- (4) notes that option 4, "Updated baseline budget plus water meters plus renewals uplift", being Wellington Water Ltd recommended investment advice, would be Council's preferred choice, but due to Council debt headroom capacity constraints and concerns about unaffordable rating impacts Council has agreed not to include this as the preferred option in the draft Long Term Plan;
- (5) continues to advocate to government on the need for reform on how water infrastructure is funded; and
- (6) asks Greater Wellington Regional Council /Wellington Water Limited to provide an indication of ongoing bulk water charges/increases on the basis of Council introducing water meters or not and a scenario based on the region's metropolitan draft Long Term Plans."

#### c) Changes to kerbside bin service fees

The Head of Climate and Solid Waste elaborated on the report.

# RECOMMENDED: (Mayor Barry/Cr Brown) Minute No. LTPAP 23507(2)

"That the Subcommittee recommends that Council:

- (1) notes the current free period for kerbside bin change requests results in operational challenges due to an upswing in requests during this period;
- (2) notes that costs associated with delivering or swapping bins are incurred regardless of when the request is made;
- (3) notes that the service fee is focused on the delivery/swapping of bins, and changes to the service cost (such as disposal costs) are not relevant;
- (4) notes that the proposed changes in the service fees would be included in the draft Long Term Plan 2024-2034;
- (5) notes that any changes (if agreed) to the service fees would be effective from 1 July 2024, following decisions by Council on the Long Term Plan 2024-2034;
- (6) agrees to remove the free period between April and June each year as outlined in the report;
- (7) agrees that there is no change to the current approach of not charging for downsizing of rubbish bins only; and
- (8) agrees to extend the no-charge approach for the downsizing of rubbish bins to the upsizing of recycling bins."

#### PRECEDENCE OF BUSINESS

In accordance with Standing Order 10.4, the Chair accorded precedence to item 8. The item is recorded in the order in which it is listed on the Order Paper.

The public part of the meeting adjourned at 11.21am to move into public excluded business, and the public part of the meeting resumed at 1.35pm to consider item 5a).

d) Revenue and financing policy review - Part 1

The Manager Financial Strategy and Planning elaborated on the report.

RECOMMENDED: (Mayor Barry/Cr Stallinger) Minute No. LTPAP 23508(2)

"That the Subcommittee recommends that Council:

- (1) notes the work completed to date on updates to the Revenue and Financing Policy;
- (2) endorses the proposed changes to the 'Funding Needs Analysis' section of the Revenue and Financing Policy, attached as Appendix 1 to the report;
- (3) notes this 'Funding Needs Analysis' underpins the setting of fees, rates and other funding sources for the Long Term Plan 2024-2034; and
- (4) notes that details of further proposed changes to the policy as a part of the Step 2 analysis are included in a separate agenda item, "Revenue and Financing Policy review Part 2".

#### e) Revenue and Financing Policy Review - Part 2

Speaking under public comment, **Patrick McKibbon**, **Chief Executive of the Hutt Valley Chamber of Commerce (HVCC)**, provided feedback on the proposals for business and commercial rates on behalf of the business community attached as pages 20-22 to the minutes.

In response to a question from a member, the Chief Executive of HVCC said that Council officers provided the figures.

Mayor Barry clarified that Council was keeping the status quo in its Long Term Plan, which was the 60-40 split.

Speaking under public comment, Jesse Richardson representing Common Ground Aotearoa spoke to his statement attached as pages 23-30 to the minutes.

In response to questions from members, Jesse Richardson stated the policy could be negative for landlords in the short term. He noted that good landlords would benefit from the policy, while slumlords would have to pay more. He said that land value benefited the working class. He advised that no local authorities had switched to land value. He suggested that Council keep targeted rates as they were and shift the general rates instead.

Mayor Barry clarified that the review for the land value option would not be undertaken in the current Long Term Plan. He said it would be feasible to collaborate with Wellington City Council and other regional local authorities to explore this option during this triennium.

The Manager Finance Transaction Services elaborated on the report and referred to a presentation available available <a href="here">here</a>.

In response to a question from a member, the Manager Financial Strategy and Planning provided more information about the timetable for Wellington City Council's rating review.

In response to questions from members, the Manager Financial Strategy and Planning clarified that she provided the information to the HVCC. She emphasised that HVCC was focusing on actual dollars instead of percentages. She also stated that Council decided to look back when the differential policy was adopted. She mentioned that the officers had conducted a light touch review and had not undertaken a detailed analysis. She pointed out that utility properties were also included in the commercial properties.

Cr Brown left the meeting at 2.54pm.

Mayor Barry foreshadowed his intention to propose an additional recommendation relating to officers keeping a watch on the work undertaken by Wellington City Council of its land value base rating system.

Cr Tupuo left the meeting at 2.55pm.

Cr Brown rejoined the meeting at 2.56pm.

Cr Mitchell proposed that in addition to a land value based rating system, officers should consider implementing a vacant land differential.

Cr Tupou rejoined the meeting at 2.59pm.

In response to a question from a member, the Group Chief Financial Officer expressed concerns about the resourcing commitments relating to the land value base rating system.

#### RECOMMENDED: (Mayor Barry/Cr Stallinger) Minute No. LTPAP 23509(2)

"That the Subcommittee recommends that Council:

- (1) notes the decisions of Council on 30 June 2023 and notes that this report has been prepared in response to those decisions;
- (2) notes the 'step two' process as required by section 101(3) (b) of the Local Government Act which requires that Council applies its judgement and includes considerations of the overall impact on the current and future social, economic, environmental, and cultural wellbeing of the community as detailed in the report;
- (3) having considered the overall impacts as noted in the report, agrees that the General Rate percentage allocation amount to be applied to the residential rating category remain at 60% for the draft Long-term Plan 2024-2034, refer to section F in the report;
- (4) agrees to the General Rate percentage allocation amounts to be applied to the commercial central, commercial suburban and utility networks rating categories, as per the table below, refer to section F in the report;

Differential category	Annual Plan 2023-24	Proposed percentage for draft Long Term Plan 2024-2034
Commercial central	8.0%	7.7%
Commercial suburban	25.3%	25.4%
Utility	5.4%	5.6%
Total	38.7%	38.7%

- (6) having considered how to give effect to the principles set out in the preamble of Te Ture Whenua Māori Act 1993, agrees that this is best achieved through the Rates Remission and Postponement policies for rates, and as set out in the Development Contributions and Financial Contributions Policy 2024-2027 for those funding mechanisms;
- (7) asks officers to keep a watching brief over work undertaken by Wellington City Council and any other councils in the Wellington region in their reviewing of a Land Value based rating system and vacant land differential, and this be reported back through to the Policy, Finance and Performance Committee when appropriate."2

Cr Stallinger left the meeting at 3.04pm.

f) Approval of the revised Significance and Engagement policy

The Policy Lead elaborated on the report.

## RECOMMENDED: (Mayor Barry/Cr Dyer) Minute No. LTPAP 23510(2)

"That the Subcommittee recommends that Council:

- (1) notes and receives the information;
- (2) approves the Significance and Engagement Policy for inclusion in the draft Long-Term Plan/Annual Plan attached as Appendix 1 to the report; and
- (3) notes that the approved Significance and Engagement Policy will be published on Hutt City Council's website following this meeting."
- g) Draft Key Performance Indicators for the 2024-2034 Long-Term Plan

The Head of Strategy and Policy elaborated on the report.

Cr Stallinger rejoined the meeting at 3.07pm.

In response to a question from a member, the Head of Strategy and Policy advised that officers did not have the ability to record trip hazards on footpaths.

In response to a question from a member, the Director Strategy and Engagement stated that setting a target that either reduced or increased from the previous year was a valid way to set a Key Performance Indicator. He highlighted the strong reporting and framework already in place to support this. He said the resident satisfaction survey included questions about the elected members' performance.

#### RECOMMENDED: (Mayor Barry/Cr Tupou) Minute No. LTPAP 23511(2)

"That the Subcommittee recommends that Council:

- (1) notes the list of draft Key Performance Indicators attached in Appendix 1:
  - (a) aligns to and supports the strategic priorities for the Long-Term Plan agreed by Council at its hui on 31 May 2023; and
  - (b) provides a strong and balanced set of indicators against which Council can measure its performance and progress in priority areas over the coming years; and
- (2) agrees to include the draft Key Performance Indicators in the Draft 2024-2034 Long-Term Plan for consultation in early 2024."

#### 6. <u>INFORMATION ITEM</u>

# Te Wai Takamori o Te Awa Kairangi (RiverLink) Update

Memorandum dated 17 November 2023 by the Project Manager Riverlink

RESOLVED: (Mayor Barry/Cr Dyer)

Minute No. LTPAP 23512(2)

"That the Subcommittee receives the memorandum and notes the content."

#### 7. QUESTIONS

There were no questions.

## 8. EXCLUSION OF THE PUBLIC

<u>RESOLVED</u>: (Mayor Barry/Deputy Mayor Lewis) **Minute No. LTPAP 23513(2)** 

"That the public be excluded from the following parts of the proceedings of this meeting, namely:

- 9. Supplementary savings information
- 10. Micromobility Programme Community Connections (Avalon and Taitā) request for inclusion in Long Term Plan
- 11. Te Wai Takamori o Te Awa Kairangi (RiverLink)

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A)	(B)	(C)
General subject of the matter to be considered.	Reason for passing this resolution in relation to each matter.	Ground under section 48(1) for the passing of this resolution.
Supplementary savings information.	The withholding of the information is necessary to protect the privacy of natural persons. (s7(2)(a)).	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.
Micromobility Programme -	The withholding of the information is	That the public conduct of the relevant part of

Community
Connections (Avalon
and Taitā) request for
inclusion in Long Term
Plan

necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (\$7(2)(i)).

the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

Te Wai Takamori o Te Awa Kairangi (RiverLink)

*The withholding of the* information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)).*The withholding of the* information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

There being no further business the Chair declared the public part of the meeting closed at 3.25pm. The public excluded part of the meeting closed at 12.56pm.

(s7(2)(i)).

C Barry **MAYOR** 

CONFIRMED as a true and correct record Dated this 27th day of March 2024



17th November 2023

His Worship the Mayor Campbell Barry Mayor of Lower Hutt Chair, Wellington Water Committee **Hutt City Council** LOWER HUTT

Tena koe Mayor Barry,

Re: Investment advice 2024-34 from Wellington Water to shareholder councils

The board of Wellington Water is keen to signal to the Wellington Water Committee the high-level advice that is currently being delivered to your respective councils by our team. As you are aware this is ten-year, long-term plan funding advice for your 3-Water assets.

It is important that as a board we signal to the Water Committee, on a regional basis, the overall picture and the considerable risks as we see them. Our role is to give you unbridled information about the investment levels the company requires to reduce the chance of significant asset failure, and environmental damage as well as ensure the region has an adequate supply of drinking water over the short, medium and long term.

The region's exposure on its 3-water infrastructural assets is well canvassed. The board is resolute that elected members as decision makers register that the advice from Wellington Water will be that a \$7.6 billion total investment provision should be made by the region for the decade ahead. This compares with the \$1.9 billion that councils decided to invest in their last long-term plan period of 2021-31.. The \$7.6 billion investment level is deliverable, working on the basis of a 30% year on year uplift of works - that is building the capacity of the regional workforce to deliver on the program over time. Wellington Water has demonstrated this level of uplift is possible, as evidenced by the growth in our capital project from \$60 million to over \$250 million over the last five years.

The advice to councils from Wellington Water is that the regional focus should be as follows:

- 1. increasing investment in renewals to address backlogs over a 30-year period and reduce them to a long-term sustainable level,
- 2. having regional alignment to address the critical water supply risk, with coordinated investments in storage, metering and leak repairs, and
- 3. ensuring investment to meet increasing regulatory requirements.

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 @ @wellington\_water



www.wellingtonwater.co.nz

Our water, our future.

Wellington Water is concerned that significant under funding of the water assets will compound our critical risks and create new ones for the region. Currently the critical risks identified are as follows:

- 1. Inadequate water supplies to meet future demand and growth
- Acute water shortage a well canvassed risk for this summer and the ones following
- Operational funding activities such as ongoing ability to carry out leak detection, condition assessment of assets, planned and reactive maintenance.
- 4. Unplanned critical asset failure
- Treatment of wastewater risk that investment levels are too low to address known failure risks or improvements required to meet consent compliance activities
- People Under-resourcing of our work can be de-motivating to a workforce looking for greater certainty. Concern about ongoing engagement and staff retention.
- Supply of project design and contractors could be compromised if investment flatlines and market confidence in the Wellington Water pipeline is lost

Once ten-year funding is confirmed by councils next year, the board will re-assess them and update these risks and communicate them to the Wellington Water Committee.

Wellington Water has met with all iwi mana whenua groups, Rangitāne ki Wairarapa, Ngāti Kahungunu ki Wairarapa, Taranaki Whānui and Ngāti Toa Rangatira. The message is universally clear from them, that removing wastewater from waterways is a priority.

Wellington Water is currently at stage 3 of a 4-stage process of advising to council officers for long-term plan asset funding consideration. Everyone involved with the company recognises the significant financial pressures councils are under at this time, particularly the unsustainable funding environment that you collectively face. We respect that every council will make its individual decision about investment and the company will support those decisions and carry that work out on your behalf.

This letter is a high-level signal to councils from your Wellington Water Board that major additional investment is needed in the region. Wellington Water released advice last week that it could be as much as a billion dollars a year for the next thirty years. Continued deferral will ultimately endanger public health, increase wastage of precious water, continue considerable environmental and catchment impacts, inhibit or even stop housing growth and ultimately reduce levels of service for communities.

Our strong advice is that adequate funding over the next ten years needs to be signaled in long term plans so that important work can begin to ensure the above risks are not realised. The board recognises the difficult balancing act that councils are facing due to unprecedented cost pressures across all areas of your operations. Further, we understand that those funding demands risk compromising community affordability.

I am happy to discuss the above with yourself and the committee at any time.

Nga mihi

Nick Leggett

Chair, Wellington Water Ltd

































# Feedback to the Hutt City Council on the Proposed Increases to Business Rates – 27 November 2023.

Thank you for the opportunity to present today. The Hutt Valley Chamber of Commerce is pleased to provide this feedback on the proposals to business / commercial rates on behalf of the business community here in Huitt City.

#### The current state:

- 38.7% of the rates are from commercial customers businesses
- Around 60% of the rates are from residential customers
- Hutt City Council had been progressively decreasing the commercial share of rates from around 44% in 2010 to just over 30% in 2020. This was positive for our business community. At the same time residential rates proportion was increasing from just over 50% to 63% in the same period
- In previous plans the percentage of commercial rates were proposed to keep decreasing. However this has been changing more recently

#### Some facts about the proposed changes:

- We calculate that the proposed increase in REAL DOLLAR TERMS in Suburban Commercial Rates is 281% of the increase faced by a residential property of the same value (\$2093 vs \$745)
- It is even worse for a Central Commercial Property
- The proposed increase in REAL DOLLAR TERMS for the AVERAGE suburban commercial rates is 834% of the average residential rates increase (\$2093 vs \$251)
- Since 2021-22 to 2023-24 Average Suburban Rates have increased by \$4689 (39.7%). IN 3 YEARS!
- The same increase for average residential was \$749 (only 28%)

The Hutt Valley Chamber of Commerce has in recent years engaged with the council to discuss the proposed changes to the commercial rates. Whilst we have understood the rational put forward by the Hutt City Council we stand by our business community who feel like they are paying more than their share.

From 2010 to 2020 the Hutt City Council had been on track to deliver on the proposals they had made in successive Long-Term Plans. This was to reduce the burden on our business community. There were proposals and action which saw the rates differential being reduced and removing the unfair burden on the business community. Reducing the costs to business was beneficial for the city. Spreading costs more equitably across users was positive for the whole city. As businesses thrive so does the whole community, with more jobs, higher wages, greater spending, and a happier community.

We would note that business across the Hutt Valley help pay rates in two ways.

- Firstly businesses create jobs, providing the ability for people to buy houses (or rent) and directly or indirectly pay the rates for the places they live in.
- Business also provides a place of work, and whether this is owned or not by the business, their presence also contributes to the rates to fund the city.

Business almost directly funds the rates that provide for this city to operate and hopefully thrive.

In 2020 Council paused the ongoing decrease and burden on business. The rational presented at this time was that it was causing an unfair skew towards residential ratepayers.

For the last 3 years businesses have paid higher rates, and a higher differential than was previously planned and agreed.

#### So what do we consider is a way forward?

The Hutt Valley Chamber of Commerce on behalf of the business community consider business is paying more than it should do, and not having enough say in the decision making at the Hutt City Council.

Some examples which we have heard of recently of decisions that are not supporting businesses even though they are paying an increasing heavy burden of rates. They are:

- A business that was proposing to invest in a new development on a piece of land they owned. At the last minute the Hutt City Council asked for a development contribution of \$600,000. This made the development unprofitable and consequently the business went off and invested their money in Levin. This decision is nonsensical in so much as jobs were lost, investment in our region was lost, a new development bringing new businesses into our city was lost. Furthermore the new businesses potentially operating from these new builds were expected to employ more people.
- Businesses are asking question about Council spending. For example, one business who had a 40% rates increase said they did not understand why the Hutt City Council was spending \$150,000 on a bus stop outside the city library. This kind of expenditure does not compute for a business that is being faced with a request for more money, year on year.

• Finally, a business that is being asked to add \$500,000 to a Council funded project. They do not understand why the additional work is needed but are continuing to be asked to do it.

We consider that these examples show that some decisions on expenditure are not aligned to how a business paying rates might make the decision. Hence bringing the business perspective into some of the day running of the council decision making process is valuable. Businesses would make different decisions if it was their money. And it is their money.

Businesses have a different relationship with money, budgets and spending. Their involvement might bring a different lens to the decision making process. Businesses therefore need to be asked to be involved in the decision making process. We recently participated in your engagement process and made this point.

Business can be your partner (not a source of additional funding) to help support the Hutt City Council to make decisions and even stretching more from the existing budgets.

The Hutt Valley Chamber of Commerce want the Hutt City Council to make business a higher priority in their decision making. We would welcome discussions on how we can make this happen and how this would work. We probably need to say we don't agree with the rates increase and we think the Council should review their decision to increase business rates at a rate much higher than residential rate payers

The business community has lost some faith in the Hutt City Council. The Hutt Valley Chamber of Commerce looks forward to working with the Hutt City Council to begin to restore this faith.



# Land Value Rates in Lower Hutt

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#### Introduction

Local governments across New Zealand are facing difficult financial circumstances, and Lower Hutt is no exception. Rates increases are burdening many households and with a number of major expenditures on the horizon, it's a good time to rethink local government funding. At the same time, there is a growing need to address the housing crisis that has caused average weekly rent in Lower Hutt to climb from \$330/week to \$610/week since 2013 (an increase of 42% in real terms)<sup>1</sup>. If Lower Hutt can address these two issues, it will be well placed economically and socially for the coming decades.

Land Value Rates (LVR) is the policy that can do both. We propose to change the rating basis from Capital Value (CV) to Land Value (LV) with the goal of incentivising more housing supply, as well as improving equity. The reasoning is straight-forward: the current system charges you more rates if you build more, which makes development less viable. Under LVR, you'll pay the same no matter what you build, so you have an incentive to make the best use of land, which will often mean building more housing.



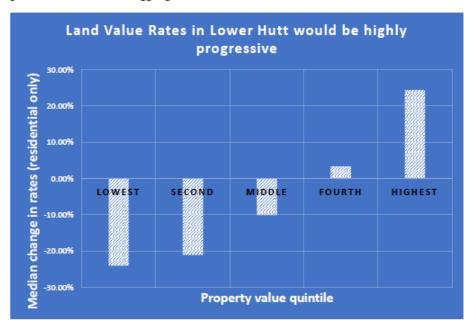
https://figure.nz/chart/azFwYTVvUcrcxT3m-dlfLBVdIVX7SCMuV



## Impact on ratepayers

There are a few ways to go about enacting this policy: our preferred approach is to do away with per-unit charges as well as rates based on CV and enact a simple rate based on LV, with differentials for different land use (residential, commercial, etc.). This would lead to a median 11% rates decrease for residential properties without any loss of council revenue. On the other hand, a less-change approach which keeps per-unit charges but changes the remaining rates from CV to LV would lead to an estimated median 5% rates decrease for residential properties. In this report we will focus on first approach, since it is both more equitable and more efficient for encouraging more housing.

Not only would the average Lower Hutt household pay 11% (\$320) less under LVR, but the reduction in rates would be distributed progressively. As shown in the above graph, if we split Lower Hutt households into five groups according to property value, the lowest fifth would see an average rates decrease of 24%, and the second-lowest and middle quintiles would also see significant reductions. Only the those in the top fifth of property value would see their rates go up appreciably, which can be justified under the principle of equity in order to provide rates relief for struggling households.



This analysis is based on data provided by Hutt City Council in June 2023, so it does not reflect the most recent changes in property values and rates, however this should not meaningfully affect the conclusions. Also, note that the residential category does not include rural properties.



#### Example properties

To further demonstrate how Land Value Rates would improve equity, we select a handful of properties from lower-income suburbs that are typical of their suburb, and show what would happen to their rates bill under this proposal. The street number is removed for privacy.

As shown by these examples, in each of the highlighted suburbs the average household would see a substantial decrease in their rates. Overall Land Value Rates would be a hugely beneficial policy for Lower Hutt's most vulnerable residents, as lower-income homeowners see a reduced rates burden and renters get the benefits of increased housing supply through lower rent.

#### XYZ Waddington Drive, Naenae XYZ Kowhai Street, Wainuiomata

Suburb median income: \$25,000<sup>2</sup> Capital Value: \$490,000 Land Value: \$270,000 2022-2023 Rates: \$2,813

Estimated Rates Change (%): -\$499 (-18%)

Suburb median income: \$32,000

Capital Value: \$455,000 Land Value: \$230,000 2022-2023 Rates: \$2,720

Estimated Rates Change (%): -\$748

(-28%)

## XYZ Milne Crescent, Taita XYZ Randwick Road, Moera

Suburb median income: \$24,000 Capital Value: \$470,000 Land Value: \$290,000 2022-2023 Rates: \$2,730

Estimated Rates Change (%): -\$244

(-9%)

Suburb median income: \$24,000 Capital Value: \$590,000

Land Value: \$330,000 2022-2023 Rates: \$3,127

Estimated Rates Change (%): -\$299

(-10%)

3

<sup>&</sup>lt;sup>2</sup> https://www.stats.govt.nz/tools/2018-census-place-summaries/



# Lower Hutt's housing potential

As of 2019 valuation, there is over \$400 million worth of vacant or under-used land in Lower Hutt. To clarify, this is land with \$0 of improvement value – either it's empty or whatever's there is so economically useless that the first thing a new buyer would do is demolish it. This land represents a huge potential source of housing in Lower Hutt, but the current rates system creates an incentive against developing it. LVR would unlock this land and push the owners to either develop or sell to someone who will. In the meantime, these owners are profiting from the housing crisis.



Take these carparks in Hutt Central for example. As of 2022 valuation, they have a combined land value of \$8.8 million, up from \$5.5 million three years earlier<sup>3</sup>. Not only have the owners failed to develop land that could instead be housing or commercial space but they've banked a profit of \$3.3 million – a 61% return over just three years – for doing absolutely nothing. Under Land Value Rates, these car park owners would pay significantly more in rates, which incentivises them to build something more productive at the same time as allowing homeowners to pay a bit less.

4

<sup>3</sup> https://www.huttcity.govt.nz/property-and-building/property/property-search



#### Other benefits

In addition to unlocking more housing and providing rates relief, the third main advantage of Land Value Rates is how it supports investment in infrastructure. Major infrastructure projects, such as new transit routes, tend to increase land values around them as people are willing to pay more to live near these amenities. When the city council is able to capture that increase in value, it can help pay for that infrastructure and reduce the rates burden on households who don't live in the catchment area. To give an example, the recent Crossrail project in London was estimated to generate over £5.5 billion in land value<sup>4</sup>, which is a significant portion of the project's costs.

The crucial thing to understand is that these projects increase land value, but they do not affect improvements value (i.e., the value of the building itself, ignoring the land). So, while the current Capital Value Rates system does manage to capture some of the value from transit projects, a Land Value Rates system does so more efficiently since it is only land that sees the increase in value. A move to LVR would further enable these kinds of projects by enabling councils to collect more revenue from increased land values.



 $<sup>^4\</sup> https://learninglegacy.crossrail.co.uk/wp-content/uploads/2016/02/4C-005-crossrail\_property\_impact\_study\_main\_small.pdf$ 



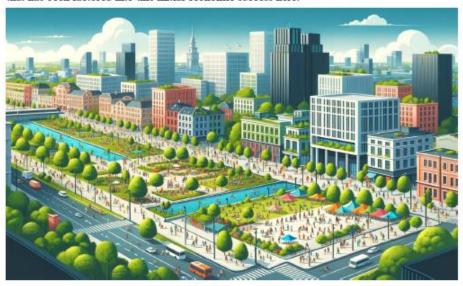
#### **Examples of Land Value Rates**

Where it has been implemented, LVR has been incredibly successful at stabilising the finances of local governments and supporting smart growth. One of the best examples is Pennsylvania, where numerous cities adopted this policy in the second half of the 20<sup>th</sup> century and saw significant benefits: increased housing supply, economic investment, and fiscal stability. Here are some quotes about this success:

Pat Toomey, former United States Senator: "When the people of Allentown voted for the land value tax in 1994, nearly 3 out of every 4 properties saw at least some sort of tax cut. Today, many of the properties that did pay more have new or better buildings on them, stabilizing the tax base to the point where we haven't had a tax increase in five years. In that time, the number of building permits in Allentown has increased by 32% from before we had a land tax." 5

David Lawrence, former Mayor of Pittsburgh and Governor of Pennsylvania: "There is no doubt in my mind that the graded tax [Land Value Rates] has been a good thing for Pittsburgh. It has discouraged the holding of vacant land for speculation and provides an incentive for building improvements. It produced a more prosperous city." 6

Stephen Reed, former Mayor of Harrisburg: "I should note that the City of Harrisburg was considered the second most distressed in the United States twelve years ago under the Federal distress criteria. Since then, over \$1.2 billion new investment has occurred here, reversing nearly three decades of very serious previous decline. None of this happened by accident and a variety of economic development initiatives and policies were created and utilized. The two-rate [Land Value Rates] system has been and continues to be one of the key local policies that has been factored into this initial economic success here."



 $<sup>^{5}\</sup> https://www.strongtowns.org/journal/2019/3/6/non-glamorous-gains-the-pennsylvania-land-tax-experiment$ 

<sup>6</sup> https://www.jstor.org/stable/3484738

<sup>&</sup>lt;sup>7</sup> https://www.jstor.org/stable/3487258



#### Support for Land Value Rates

Progressive Councillors at Wellington City Council are in support of a move to Land Value Rates, as are advocacy groups such as Renters United & Generation Zero as well as many economists.

Nīkau Wi Neera, Wellington City Councillor: "LVR represents a fantastic opportunity to grow a compact, green city. More productive use of land, community benefits from a virtuous cycle of infrastructure investment, and lower rates rises for working people - it's a no-brainer!"

Rebecca Matthews, Wellington City Councillor: "I seconded an amendment to our District Plan to review our rates policy with a view to moving to a land-based ratings system. This move could do a lot to support development of the denser housing Wellington needs to make a more affordable, welcoming and climate resilient city."

Geordie Rogers, President of Renters United: "In the middle of a housing crisis we need to be building houses, not keeping empty parking lots. Land shouldn't be used to build wealth, it should be used to house thriving communities. LVR shifts our framing of land away from profit to people. Renters, families and our wider community will benefit from that."

Sean Hofman, Spokesman for Generation Zero: "A lack of housing density is directly linked to carbon emissions. By incentivising high-density developments LVR will replace empty lots and car parks with more affordable housing. This will necessarily reduce our carbon emissions from road travel as a city. With lower costs on development, LVR will also open up the possibility for more green and sustainable buildings. LVR is a critical step in the path to building a liveable and greener city for everyone."

Dr Eric Crampton, Chief Economist at the NZ Initiative: "Remember that while capital is mobile, land is not. Taxing the one that does not move makes more sense than taxing the one the city should be trying to attract."

Dr Kirdan Lees, Economist at Sense Partners: "Setting rates on land rather than capital has the potential to deliver benefits including:

- Revenue is gathered efficiently ...
- Revenue better reflects the benefit of the provision of local public goods."

Professor Arthur Grimes, VUW School of Government: "Winner of the Nobel Prize in Economics William Vickrey, once commented that a tax on land is 'one of the best taxes' and a tax on improvements is 'one of the worst taxes' (as the latter disincentivises development whereas a tax on land doesn't). A switch from a capital value base to a land value base for rates enhances both efficiency and equity. It is clear that councils should adopt land value as the basis for their rates."

<sup>8</sup> https://www.thepost.co.nz/business/350019527/rates-change-how-wellington-can-be-blueprint-rest-nz

 $<sup>^9</sup>$  https://wellington.govt.nz/-/media/your-council/meetings/committees/long-term-plan-finance-and-performance-committee/2023-11-01-agenda-ltpfpc.pdf



#### Conclusion & recommendations

In conclusion, Land Value Rates will improve both equity and efficiency in Lower Hutt's rating system by reducing rates for less well-off homeowners and encouraging the construction of more housing. We recommend that Hutt City Council adopt the full Land Value Rates proposal, in which all rates currently levied on Capital Value or on a per-unit basis are replaced with a rate levied on land value. We further recommend that this change be implemented over the course of several years to smooth out the changes in rates burden.

Moving forward, our suggestion is that Hutt City Councillors endorse in principle the proposal to move to Land Value Rates and commit to a full review of the rates system with a focus on the rating basis to take place in 2024-2025.

#### About the authors

Common Ground Aotearoa is an advocacy organisation founded by renters who wish to see more housing and a fairer rates system across New Zealand. Get in touch:

Website: common-ground.org.nz

Email: contact@common-ground.org.nz
Twitter: Common Ground Aotearoa

Facebook: Common Ground Actearoa

#### **HUTT CITY COUNCIL**

## KOMITI ITI AHUMONI I TŪRARU | AUDIT AND RISK SUBCOMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on

## Tuesday 28 November 2023 commencing at 10.00am

**PRESENT:** S Tindal (Independent Chair)

Cr T Stallinger Cr K Morgan

**APOLOGIES:** Mayor C Barry (Deputy Chair), Cr G Barratt and Cr J Briggs

**IN ATTENDANCE:** A Blackshaw, Director Neighbourhoods and Communities

J Griffiths, Director of Strategy and Engagement (via audio-

visual)

A Geddes, Director Environment and Sustainability

K Puketapu-Dentice, Director Economy and Development

J Livschitz, Group Chief Financial Officer

B Cato, Chief Legal Officer L Allott, Chief Digital Officer J Kingsbury, Head of Transport

K Stannard, Head of Democratic Services (part meeting)

H Bell, Elected Member Support Coordinator B Hodgins, Strategic Advisor (part meeting) L Siriwardena, Legal Co-ordinator (part meeting) N Reddy, Risk and Assurance Manager – Finance (part

meeting)

D Newth, Financial Accounting Manager (part meeting) S Beckett, Customer Experience Lead (part meeting)

M Palmer, Head of Customer, Communication & Engagement

(part meeting)

A Andrews, Manager Finance Transaction Services (part

meeting)

Y Chung, Senior Financial Accountant (part meeting) N Garcia, Project Manager – Contractor (part meeting) R Lemalu, Project Delivery Manager (part meeting) A Quinn, Project Manager – Naenae (part meeting)

V Gilmour, Democracy Advisor

## **PUBLIC BUSINESS**

#### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū Tīhei mauri ora Cease the winds from the west Cease the winds from the south Let the breeze blow over the land Let the breeze blow over the ocean Let the red-tipped dawn come with a sharpened air.

A touch of frost, a promise of a glorious day.

#### 2. APOLOGIES

# RESOLVED: (S Tindal/Cr Stallinger)

Minute No. ARSC 23501

"That the apologies received from Mayor Barry, Cr Briggs and Cr Barratt be accepted and leave of absence be granted."

#### 3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

## 4. <u>CONFLICT OF INTEREST DECLARATIONS</u>

There were no conflict of interest declarations.

# 5. <u>CHIEF OMBUDSMAN'S INVESTIGATION INTO COUNCIL MEETINGS AND WORKSHOPS</u>

Report No. ARSC2023/5/367 by the Elected Member Support Coordinator

The Head of Democratic Services elaborated on the report. She highlighted the number of closed briefings, which had significantly reduced since 2018. She advised of the improvements to be made in making agendas and minutes on Council's Website more accessible. She confirmed this had been actioned.

Cr Morgan thanked the team for their hard work and effort.

# RESOLVED: (S Tindal/Cr Morgan)

Minute No. ARSC 23502

- (1) receives and notes the information;
- (2) notes the organisation's areas of best practice and where the areas for improvements can be made as attached as Attachment 1 to the report; and
- (3) notes that the organisation is always open to making changes to improve processes and practices and ensure the community can access information and Council decision making."

#### 6. WATER SERVICES REFORM - TRANSITIONAL ACTIVITIES UPDATE

Report No. ARSC2023/5/368 by the Strategic Advisor

The Strategic Advisor elaborated on the report. He advised that the Department of Internal Affairs regional establishment group will cease by next week. He further advised that the Wellington Region entity work will be ending. He explained that the region had been working together to fund and deliver local water services in an infrastructure report to the new minister outlining options for the future of Wellington water.

In response to a question from a member, the Chief Financial Officer advised that Council are dependent on Government support due to the large investment required. She added that this support would make it easier to avoid a credit rating downgrade.

#### RESOLVED: (S Tindal/Cr Morgan)

Minute No. ARSC 23503

- (1) notes that all legislation to put into effect the previous Government's affordable water reform was enacted in August 2023;
- (2) notes that the new Government is currently considering its policy position on water reform, with both the National and Act parties having indicated prior to the election that they would repeal the new water legislation;
- (3) notes that the National Transition Unit (NTU) for water reform has reviewed its work programme and has paused some programme work streams and only continuing others based on statutory obligations under the Water Services Entities Act 2022;
- (4) notes that the key risk to Council is that the reform transition does not proceed, with a period of continued uncertainty as to what if any changes will be made to the structure and delivery of three waters;
- (5) notes that in respect of the Long Term Plan, Council has positioned itself so that three waters can be included for the full ten year period if required; and
- (6) notes that transition funding from the Department of Internal Affairs is secured until the end of December 2023."

## 7. COMPLYWITH: LEGAL COMPLIANCE REPORT

Report No. ARSC2023/5/369 by the Legal Co-ordinator

The Legal Co-ordinator elaborated on the report.

## RESOLVED: (S Tindal/Cr Stallinger)

Minute No. ARSC 23504

"That the Subcommittee:

- (1) notes the ComplyWith legal compliance report for the period 01 January 2023 to 30 June 2023; and
- (2) notes that out of the 51 non-compliances recorded during the survey, 28 are already resolved. Once the five duplicates from the remaining 23 non-compliances have been removed, 18 Corrective Actions remain. These are listed in the attachment titled "List of remaining unresolved Corrective Actions"."

## 8. RISK MANAGEMENT AND ASSURANCE UPDATE

Report No. ARSC2023/5/371 by the Risk and Assurance Manager - Finance

The Risk and Assurance Manager - Finance elaborated on the report.

Cr Stallinger acknowledged the team. He said he was impressed with the extent of the risk management activities and processes.

Cr Morgan said she was impressed with the mitigation actions, particularly those that develop a well-being and belonging strategy. She believed this was proactive, given the current climate.

## RESOLVED: (S Tindal/Cr Stallinger)

Minute No. ARSC 23505

- (1) receives and notes the information in the report;
- (2) notes there are 10 risks (previously 11) on Council's strategic risk register;
- (3) notes the risk relating to Organisational Resilience has now been removed;
- (4) notes the overall residual risk rating relating to Government Reforms (Risk 4) had increased to high and will be reviewed when there is clarity with respect to the reform programme enacted by the previous Government (Previously medium);
- (5) notes the update on assurance and other activities; and
- (6) notes the Risk Register as at 30 September 2023 attached as Appendix 1 to the report."

## 9. <u>SENSITIVE EXPENDITURE DISCLOSURES</u>

Report No. ARSC2023/5/159 by the Financial Accounting Manager

The Financial Accounting Manager elaborated on the report.

Cr Morgan suggested officers look into designing Council birthday and celebration cards.

RESOLVED: (S Tindal/Cr Morgan)

Minute No. ARSC 23506

"That the Subcommittee:

- (1) receives and notes the information;
- (2) notes the Sensitive Expenditure disclosure information attached to the report as Appendix 1: Summary of Sensitive Expenditure 01 April 2023 to 30 June 2023; and
- (3) notes the Sensitive Expenditure disclosure information attached to the report as Appendix 2: Summary of Sensitive Expenditure 01 July 2023 to 30 September 2023."

#### 10. JOINT REVIEW OF THE POINT HOWARD SLIP - CLOSURE RECOMMENDATION

Report No. ARSC2023/5/370 by the Customer Experience Lead

The Customer Experience Lead elaborated on the report.

RESOLVED: (S Tindal/Cr Morgan)

Minute No. ARSC 23507

"That the Subcommittee formally closes out the recommendations from the joint review of the slip at Point Howard."

#### 11. HOLIDAYS ACT COMPLIANCE

Report No. ARSC2023/5/377 by the Manager Finance Transaction Services

The Manager Finance Transaction Services elaborated on the report.

In response to questions from members, the Chief Financial Officer advised her understanding was that many organisations are still remediating. She said it was a complex issue which required specialist support. She also advised that unclaimed money was handed over to Inland Revenue as part of the Unclaimed Moneys Act 1971.

## RESOLVED: (S Tindal/Cr Stallinger)

Minute No. ARSC 23508

- (1) notes and receives the report being the eighth update on the Holidays Act Remediation Project (HARP);
- (2) notes that since the last report in February 2023, the webpage on Council's external website regarding Holidays Act remediation has remained in place and former employees continue to receive remediation payments;
- (3) notes that of the 1,098 former employees identified for remediation payments, 63% are settled and 402 former employees remain to pay (equating to \$256k);
- (4) notes the HARP project is currently paused pending a new HRIS and Payroll system implementation;
- (5) notes the new HRIS and Payroll system to be implemented as part of Te Kōhao (Go Digital) Programme was to go live in mid-2022;
- (6) note the project is on hold as it is waiting for a software release from the vendor that contains the functionality Council requires, and assurance the release is fully Holidays Act compliant before progressing with the implementation.
- (7) notes that officers plan to report to the Audit and Risk Subcommittee on Holidays Act compliance in early 2024 when there is expected to be further progress achieved regarding the implementation of a compliant payroll system."

# 12. EXTERNAL AUDIT UPDATE - HUTT CITY COUNCIL

Report No. ARSC2023/5/378 by the Group Chief Financial Officer

John Whittal, Audit Director was in attendance for the item.

The Financial Accounting Manager elaborated on the report.

John Whittal, Audit Director, advised of the uncertainties concerning the three waters. He said this would need re-evaluation and consideration for the Long Term Plan (LTP) process next year - 2024. The Chief Financial Officer added officers had assumed a revaluation was required and had adjusted the plan for May 2024 ahead of the LTP adoption in June 2024. She advised that the plan was there, and the next step was implementation.

RESOLVED: (S Tindal/Cr Morgan)

Minute No. ARSC 23509

"That the Subcommittee:

- (1) notes Audit New Zealand's management report on the audit of the Hutt City Council Group Annual Report 2022-23, attached as Appendix 1 to the report; and
- (2) notes that two Audit NZ management recommendations have been closed out and resolved in the 2022-23 report, being:
  - a) segregation of duties within the Financial Management Information System; and
  - b) annual review of the network rights."

#### 13. EXTERNAL AUDIT UPDATE - URBAN PLUS LIMITED (PARENT AND GROUP)

Report No. ARSC2023/5/379 by the Financial Accounting Manager

John Whittal, Audit Director and Daniel Moriarty, Chief Executive Urban Plus Limited were in attendance for the item.

The Financial Accounting Manager elaborated on the report.

RESOLVED: (S Tindal/Cr Stallinger)

Minute No. ARSC 23510

"That the Subcommittee notes the Audit New Zealand's management report on the audit of Urban Plus Limited Group Annual Report 2022-23, as attached as Appendices 1, 2 and 3 to this report."

#### 14. EXTERNAL AUDIT UPDATE - SEAVIEW MARINA LIMITED

Report No. ARSC2023/5/380 by the Senior Financial Accountant

The Financial Accounting Manager elaborated on the report.

# RESOLVED: (S Tindal/Cr Stallinger)

Minute No. ARSC 23511

"That the Subcommittee notes the Audit New Zealand's management report on the audit of Seaview Marina Limited Annual Report 2022-23, as attached as Appendix 1 to this report."

#### 15. INFORMATION ITEMS

# a) Update on Howard Road slip repair

Memorandum dated 7 November 2023 by the Project Manager (Contractor)

The Head of Transport elaborated on the report. He advised that there had been an added week of delay to the completion of the project. He said this was due to new and larger machinery, which must be moved at the end of each day to allow access. He further advised that the project would be completed by the end of next week.

In response to questions from members, the Project Manager – Contractor advised all residents had been regularly communicated with and that a weekly update newsletter was also provided. She confirmed that the second stage of the project was the final stage.

The Head of Transport advised that a temporary seal will be placed due to the upcoming work of Wellington Water Limited (WWL). The Strategic Advisor added that WWL will begin replacing the water pipeline's upper section in mid-January 2024. He said that the remaining pipes would be replaced later in the year.

# RESOLVED: (S Tindal/Cr Stallinger)

Minute No. ARSC 23512

"That the Subcommittee:

- (1) receives and notes the information;
- (2) notes the high-level timeline for the repair of Howard Road; and
- (3) notes that officers will provide progress reports back to the Infrastructure and Regulatory Committee until the works have been completed."

# b) <u>Update on Tupua Horo Nuku</u>

Report No. ARSC2023/5/160 by the Project Manager (Contractor)

The Project Manager – Contractor elaborated on the report. She advised the consultation on the design for Nga Matau and Lowry Bay was open as of 27 November 2023 and closed on 15 December 2023.

RESOLVED: (S Tindal/Cr Morgan)

Minute No. ARSC 23513

"That the Subcommittee:

- (1) notes and receives the report;
- (2) notes that Council is scheduled to open the first bay, Ma-koromiko, to the public on 19 November 2023; and
- (3) notes that CIP have provided a variation letter extending funding with the same terms and conditions."

# c) Whakatupu Ngaengae - progress update

Memorandum dated 10 November 2023 by the Project Manager (Naenae)

The Project Manager - Naenae elaborated on the report.

RESOLVED: (S Tindal/Cr Stallinger)

Minute No. ARSC 23514

"That the Subcommittee:

- (1) receives and notes the information; and
- (2) notes the following progress that has been made on the Whakatupu Ngaengae project:
  - (a) the project to build a new pool remains on track and within budget with completion of the build on schedule for the end of July 2024, in accordance with the programme established with Crown Infrastructure Partners;
  - (b) work has continued to complete the new Naenae Community Centre and despite delays to the seismic upgrade, the fit-out of the interior is proceeding and the team remain optimistic that the centre will be ready to open by early May 2024; and
  - (c) there is keen interest from the market on the development of Walter Mildenhall Park and five (5) potential Landscape Architects have been shortlisted to proceed to the proposal stage."

# d) Te Wai Takamori o Te Awa Kairangi (RiverLink) Update

Memorandum dated 13 November 2023 by the Project Manager Riverlink

The Director Economy and Development elaborated on the memorandum.

# RESOLVED: (S Tindal/Cr Morgan)

Minute No. ARSC 23515

"That the Subcommittee receives and notes that:

- (a) the target date for the completion of the Interim Project Alliance Agreement (IPAA) phase and setting of the Target Outturn Cost has been extended from October 2023 to December 2023 but will be delayed further to ensure that the planning for the next phase is robust;
- (b) the Project Risk Register was updated in November 2023 with the changes identified in paragraph 16;
- (c) Council will be briefed on cost estimates in November 2023 and recommendations made to the Long Term Plan/Annual Plan Subcommittee on 27 November 2023; and
- (d) there are changes to key people outlined in paragraph 17. Transition plans are being developed or are already in place for these changes. Recruitment efforts are underway for all the roles, and interim contract resources are being brought in to fill any gaps during the transition period. Project momentum will continue to be maintained."

# e) Audit and Risk Subcommittee Forward Programme 2024

Memorandum dated 9 November 2023 by the Democracy Advisor

# RESOLVED: (S Tindal/Cr Stallinger)

Minute No. ARSC 23516

"That the Subcommittee receives and notes the Forward Programme for 2024 attached as Appendix 1 to the memorandum."

# 16. **QUESTIONS**

There were no questions.

## 17. EXCLUSION OF THE PUBLIC

RESOLVED: (S Tindal/Cr Morgan)

Minute No. ARSC 23517

"That the public be excluded from the following parts of the proceedings of this meeting, namely:

#### 18. HR and payroll system

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of the matter to be considered.	Reason for passing this resolution in relation to each matter.	Ground under section 48(1) for the passing of this resolution.
HR and payroll system.	The withholding of the information is necessary to maintain legal professional privilege (\$7(2)(g)). The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (\$7(2)(h)).	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

The Chair declared the public part of the meeting closed at 11.10am.

S Tindal CHAIR

CONFIRMED as a true and correct record Dated this 27th day of March 2024

above."

## **HUTT CITY COUNCIL**

# KOMITI NGĀ WAI HANGARUA | WELLINGTON WATER COMMITTEE

Minutes of a meeting held in the Hutt City Council Chambers on <u>Monday 11 December 2023 commencing at 11:00 am</u>

**PRESENT:** Mayor C Barry (HCC) (Chair)

Cr R Connelly (GWRC) (Deputy Chair)

Cr T Brown (WCC)

Mayor A Baker (PCC)

Mayor W Guppy (UHCC)

H Modlik (Te Rūnanga O Toa Rangatira)

L Rauhina-August (Taranaki Whānui ki Te Upoko o Te Ika)

A Rutene (Ngāti Kahungunu ki Wairarapa Tamaki Nui a Rua

Treaty Settlement Trust) (via audio-visual link)

**APOLOGIES:** Mayor M Connelly (SWDC)

**IN ATTENDANCE:** R Faulkner (Te Rūnanga O Toa Rangatira) Alternate

W Walker, Chief Executive, PCC

D List, Programme Director, Water Reform - Wellington Water

Councils (part meeting)

T Haskell, Chief Executive, WWL

J McKibbin, Group Manager, Network Management Group,

WWI.

J Alexander, Group Manager, Network Strategy and Planning,

WWL

T Harty, Acting Group Manager, Customer Operations, WWL

F Clark, Head of Strategy, WWL

P Clarke, Tumuaki Māori, Principle Māori Advisor, WWL

P Wells, Manager, Service Planning, WWL

I Dennis, Transition Programme Manager, WWL

S Watkins, Head of Governance, Planning and Performance,

WWL

C Barker, Director, Regulatory Services, WWL

C Mathews, Manager Waste, Water and Resilience WCC (via

audio-visual link)

N Leggett, Board Chair, WWL

P Dougherty, Board member, WWL (via audio-visual link)

M Puketapu, Board member, (via audio-visual link)

L Southey, Board member, WWL

S McLean, Group Manager, Corporate Services, GWRC (via

audio-visual link)

G Swainson, Chief Executive, UHCC (via audio-visual link)

J Smith, Chief Executive, SWDC (via audio-visual link)

C Parish, Head of Mayor's Office, HCC B Hodgins, Strategic Advisor, HCC V Gilmour, Democracy Advisor, HCC H Clegg, Minute Taker, HCC

# **PUBLIC BUSINESS**

# 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū Tīhei mauri ora. Cease the winds from the west
Cease the winds from the south
Let the breeze blow over the land
Let the breeze blow over the ocean
Let the red-tipped dawn come with a sharpened air
A touch of frost, a promise of a glorious day.

## 2. APOLOGIES

RESOLVED: (Mayor Barry/Mayor Baker)

Minute No. WWC 23501

"That the apology received from Mayor M Connelly (SWDC) be accepted and leave of absence be granted."

# 3. PUBLIC COMMENT

There was no public comment.

# 4. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

# 5. CHAIR'S STATEMENT

The Chair provided a verbal update attached as pages 10-11 to the minutes.

#### 6. THREE WATERS REFORMS - LEGISLATION AND PROGRAMME UPDATE

The Programme Director, Water Reform – Wellington Water Councils explained that although the water reforms were uncertain, they remained a top priority on central government's agenda. He added that the reforms programme under the Department of Internal Affairs had been paused. However, councils could engage in holistic reforms, provide feedback on the outcomes they wished to achieve, and assist in policy development. He mentioned the challenges of investment, balancing the budget, and affordability. He highlighted the recent advice from Standard & Poor's regarding the financial difficulties councils were facing. Furthermore, he explained that the central government had not yet provided any direction and was not expected to do so before Christmas.

# 7. MINUTES

RESOLVED: (Mayor Barry/Mayor Guppy)

Minute No. WWC 23502

"That the minutes of the meeting of the Komiti Ngā Wai Hangarua | Wellington Water Committee held on Friday, 6 October 2023, be confirmed as a true and correct record."

# 8. COMPANY AFFORDABLE WATER REFORM TRANSITION REPORT

Report No. WWC2023/5/399 by Wellington Water Limited (WWL)

The Transition Programme Manager, WWL and the Chief Executive, WWL elaborated on the report.

The Transition Programme Manager, WWL advised that the National Transition Unit (NTU) had halted all activities, and WWL had wound up its liaison with the Department of Internal Affairs and refocused the personnel within WWL. He acknowledged concerns regarding staff wellbeing and assured that the staff were well supported. He further advised that WWL would continue to work with the NTU to ensure that any resources or artifacts created were not lost while work on the new regime continued.

RESOLVED: (Mayor Barry/Mayor Baker)

Minute No. WWC 23503

"That the Committee receives and notes the report."

# 9. <u>COMPANY AND GOVERNANCE UPDATE</u>

Report No. WWC2023/5/400 by Wellington Water Limited (WWL)

The Chief Executive, WWL and the WWL Board Chair elaborated on the report.

The Board Chair emphasised that the Board believed it was important that the seven risks, along with key issues, were signalled at a governance level. He noted that the Board was aware of councils' significant funding restraints. He informed members that WWL had been very clear about the water shortage risk in the region this summer, ensuring all partners, regulators and emergency service providers were informed. He explained that the best way to mitigate the risk was to ensure all partners worked together to care for vulnerable communities.

The Chief Executive, WWL advised WWL was required to provide safe drinking water to the region while investing in its future through the capex programme. She added that WWL staff continued to be engaged and valued and that two Mana Whenua partner agreements were signed. However, she said that the future of the region's drinking water was in danger due to 45% of all treated water being lost to leaks. She acknowledged each council's Long Term Plan (LTP) processes, understood the financial challenges each council faced, and urged all councils to find a path of solidarity moving forward.

In response to questions from members, the Chief Executive, WWL acknowledged the health and safety incidents and reassured members that they had been thoroughly investigated. She added that WWL had been informed that no exemptions would be granted regarding chlorine levels. However, she said the way forward was uncertain because 100% compliance would require an investment of several tens of millions of dollars.

In response to further questions from members, the Chief Executive, WWL advised that a course correction was undertaken at the end of Quarter 1, with savings in overheads being reallocated to the opex budget. She said the teams were working hard to ensure they remained within budget. She explained that dealing with leakages was more efficient if they worked according to a yearly plan, allocating similar resources each week unless unforeseen issues arose. She added that the resources allocated to the leakages programme depended on the amount of money each council provided. She clarified that no additional money was set aside for unexpected pipe bursts.

The Chief Executive, WWL agreed to provide a report with council area breakdown details on the number of pipes laid over the first third of the year. She noted that the report would acknowledge that Wellington City received 66% of new pipes.

RESOLVED: (Mayor Barry/Cr Connelly)

Minute No. WWC 23504

"That the Committee receives and notes the report."

# 10. REGIONAL INVESTMENT 2024-34

Report No. WWC2023/5/401 by Wellington Water Limited (WWL)

The Group Manager, Network Strategy and Planning, WWL elaborated on the report.

In response to questions from members, the Group Manager, Network Strategy and Planning, WWL confirmed WWL would report back once all draft Long Term Plans had been set. She advised that funding would only be available for the first two criteria, which would make it increasingly difficult for the principles of Te Mana o Te Wai to comply with. She confirmed the committee had set the order of the criteria, with Improving Environmental Quality being number four. The Chief Executive, WWL added that while WWL would like to fund all criteria, it could only operate on the funds received from each council and make priority calls based on the directions given by each council.

The Chair clarified that the criteria list was a list of priorities, with each council directing their priorities to WWL, not a ranked list.

Mayor Baker added that each council could not afford to do everything and called for a message to be sent to central government indicating the need for a change in the funding model for water.

Cr Brown mentioned that Wellington City Council prioritised the sludge minimisation facility to achieve zero emissions.

H Modlik expressed concern that a deficit in resourcing caused today's problems. He emphasised that affordability was a major issue and a national dilemma. He urged the committee to adopt a unified regional approach to resolve the water issues in the region, even if it meant going into debt. He mentioned that Ngati Toa would make significant investments in the region.

There was a general discussion on whether each council should endorse the regional statement before a joint response was issued. Members noted that the committee's purpose was to provide regional guidance and leadership. They also suggested that each council could provide its endorsement through Long Term Plans.

RESOLVED: (Mayor Barry/Mayor Baker)

Minute No. WWC 23505

"That the Committee:

- (1) endorses the position statement (Regional Investment Statement) attached as Appendix 1 to the report, which sets out the agreed Regional Strategic Priorities, the risks of constrained and uncoordinated investment and the recommended shareholder investment to make progress towards achieving the regional outcomes for both operational and capital expenditure;
- (2) notes that endorsing the Regional Investment Statement fulfils the Committee's regional leadership function whilst respecting that individual councils will make their own decisions in their own context;
- (3) notes that Councils are signalling that Wellington Water Limited's recommended programme,

- which totals \$7.6 billion over the next 10 years (the maximum deliverable) for the 2024-34 period, will be unaffordable because of fiscal constraints and concerns about the impact on ratepayers;
- (4) notes that investment below the recommended levels and inconsistent with the Regional Investment Statement will exacerbate the critical risks faced by the region and create new risks at a local and system level; and
- (5) notes the Wellington Water Board received on 9 November 2023 an assessment of the likely impacts and consequences of funding below the recommended programme and closer to the Long Term Plan baseline; and
- (6) notes that Wellington Water Limited has provided an abridged version of the Board report to the Committee."

Mayor Guppy requested that his dissenting vote be recorded against the above matter.

# 11. ACUTE WATER SHORTAGE RISK

Report No. WWC2023/5/402 by Wellington Water Limited (WWL)

The Director, Regulatory Services, WWL elaborated on the report.

RESOLVED: (Mayor Barry/Mr Modlik)

Minute No. WWC 23506

"That the Committee receives and notes the report."

## 12. BROADER THEMES IDENTIFIED IN FLUORIDATION INQUIRY

Report No. WWC2023/5/403 by Wellington Water Limited (WWL)

J McKibbin, Group Manager, Network Management Group, WWL stated that response times have significantly improved since the report was written. He acknowledged that the Asset Management team was operating under constraints but that funding from the Stimulus Package had provided valuable insights into pipe infrastructure. He also mentioned that funding was now being utilised and limited resources were available.

Cr Connelly emphasised the importance of constantly monitoring the organisational culture, asset management, and assurance. She thanked WWL for the weekly updates and acknowledged that communications from the company had greatly improved. She suggested that WWL's organisational aspects be reviewed after the summer months. The Chief Executive, WWL advised that she would work with the Board Chair.

RESOLVED: (Mayor Barry/Mayor Guppy)

Minute No. WWC 23507

"That the Committee:

- (1) receives and notes the report; and
- (2) accepts it as evidence that Wellington Water Limited has demonstrated that the broader themes from the Inquiry into the Cessation of Water Fluoridation have been adopted and implemented into other areas of the organisation's culture and operations to the degree achievable within funding constraints."

## 13. <u>INFORMATION ITEMS</u>

# a) Meeting Schedule 2024

Memorandum dated 22 November 2023 by the Head of Democratic Services

RESOLVED: (Mayor Barry/Mayor Baker)

Minute No. WWC 23508

"That the Committee agrees to the meeting schedule for the Wellington Water Committee for 2023 as follows:

- (a) Friday, 15 March 2024 commencing at 10.00am followed by a workshop at Hutt City Council Chambers; Hutt City Council, 30 Laings Road, Lower Hutt;
- (b) Friday, 24 May 2024 commencing at 10.00am followed by a workshop at Hutt City Council Chambers, Hutt City Council, 30 Laings Road, Lower Hutt;
- (c) Friday, 26 July 2024 commencing at 10.00am followed by a workshop at Hutt City Council Chambers, Hutt City Council, 30 Laings Road, Lower Hutt; and
- (d) Friday, 27 September 2024 commencing at 10.00am followed by a workshop at Hutt City Council Chambers, Hutt City Council, 30 Laings Road, Lower Hutt."

# b) Wellington Water Committee Forward Programme 2024

Memorandum dated 3 November 2023 by the Democracy Advisor

The Chair asked officers to organise a workshop in February 2024 to allow members to propose suggestions for the Letter of Expectation. He asked all members to consider suggestions before the workshop.

RESOLVED: (Mayor Barry/L Rauhina-August) Minute No. WWC 23509

"That the Committee receives and notes the draft Forward Programme and future workshop topics for the Wellington Water Committee for 2024 attached as Appendix 1 to the memorandum."

# 14. **QUESTIONS**

There were no questions.

# 15. <u>CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA</u>

Unuhia! Unuhia!

Unuhia i te uru-tapu-nui Kia wātea, kia māmā

Te ngākau, te tinana, te wairua i te

ara takatū

Koia rā e Rongo whakairihia ake ki

runga

Kia wātea, kia wātea! Ae rā, kua wātea! Hau, pai mārire. Release us from the supreme sacredness of our tasks

To be clear and free

in heart, body and soul in our continuing journey

Oh Rongo, raise these words up high so that we be cleansed and be free,

Yes indeed, we are free! Good and peaceful

There being no further business the Chair declared the meeting closed at 12.22pm.

Mayor C Barry CHAIR

CONFIRMED as a true and correct record Dated this 15th day of March 2024

#### **Wellington Water Committee statement**

Kia ora koutou,

I'll just give a brief update on what's been happening since we last met.

#### Urgent water reform

Councils are facing the challenge of needing to invest more in water infrastructure, while also dealing with funding pressures. There is a real need for certainty from the government on what water reform looks like, particularly as councils prepare their Long Term Plans. We want to work alongside government to find the best solution to this problem.

Last week LGNZ President Sam Broughton and I met with Local Government Minister Simeon Brown. It was a positive meeting where we talked about his focus on water services. There is a clear willingness to work and partner with local government. The Minister has committed to signalling their general direction towards water reform before Christmas. The Minister is aware of the need for clarity and he's committed to getting wide buy-in from the sector on water reform.

#### Regional updates

#### Donald Street Pump Station (SWDC)

Improving the resilience and capacity of the wastewater network is crucial, so we're pleased that the Donald Street Pump Station in Pae tū Mōkai Featherston is fully operational.

The project was delivered ahead of schedule, and it's expected to significantly reduce wastewater overflows in the eastern part of town.

#### Tawa Main Road (WCC)

The Tawa Main Road Watermain Project is improving the performance and resilience of Tawa's drinking water network. All 465m of watermain and all water services are now laid, and this project is on track to be completed before Christmas.

#### Pipe renewals

Seven streets in Lower Hutt and Wellington have been completed, with another three expected to be finished before Christmas. This project has upgraded and replaced approximately 1665m of leaking galvanised iron rider mains across these all these streets, as well as replacing 93 customer connections.

This resulted in significant water leaks being prevented due to the nurture of galvanised pipes.

About 95% of the work has been done using trenchless techniques resulting in less disruption for residents and carbon saving for the work.

#### Whakawhirinaki/Silverstream Pipe Bridge (GWRC)

We've completed installing the new bulk water pipe along Eastern Hutt Road through the carpark and reserve area, which will be reinstated. The concrete for the third pile crosshead for the bridge was recently poured.

The pipeline in the Manor Park Golf Course just had the first scour pipe installed, which needed to cross both the fourth and seventh fairways.

#### Water shortage

The risk of tighter water restrictions and water shortages is greater than ever before.

In fact, modelling predicts that this summer we have a 24 percent chance of triggering Level 4 Water Restrictions – that means on top of no outdoor water use (which is brought in at Level 3).

Following the launch of Our Wai Can Run Dry, the risk of a water shortage and tighter water restrictions has received significant media interest.

Messaging has gone out across Wellington, Lower Hutt, Upper Hutt and Porirua (as South Wairarapa has a lower risk of tighter water restrictions this summer), and as of December 3<sup>st</sup> had made over 2 million impressions across multiple channels.

Wellington Water, councils and WREMO continue to work closely to identify opportunities for engagement and education on the risk, and encouraging the public to prepare. It's important to remember that this is a long-term issue. The risk is real in an average summer, not just a hot and dry one. Councils and Wellington Water will continue to work on leaks in the network and improving resilience, and we'll be looking for ways to reduce our water use right along with our residents.

#### Xmas message

Finally I want to wish everyone a safe, happy and restful holiday season and reflect on a productive 2023. And also thank you to our workers who are performing their roles throughout this holiday period to make sure our services continue to run smoothly.

## **HUTT CITY COUNCIL**

# KOMITI ITI MAHERE Ā-NGAHURUTANGA / MAHERE Ā-TAU LONG TERM PLAN/ANNUAL PLAN SUBCOMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on

Tuesday 12 December 2023 commencing at 10.30am

PRESENT: Mayor C Barry (Chair) Deputy Mayor T Lewis

> Cr J Briggs Cr G Barratt (from 11.34am) Cr K Brown Cr B Dyer

Cr A Mitchell (from 10.34am) Cr S Edwards

Cr K Morgan Cr C Parkin Cr N Shaw Cr T Stallinger

Cr G Tupou

**APOLOGIES:** There were no apologies.

**IN ATTENDANCE:** J Miller, Chief Executive

A Blackshaw, Director Neighbourhoods and Communities (via

audio-visual link)

J Griffiths, Director Strategy and Engagement

A Geddes, Director Environment and Sustainability

K Puketapu - Dentice, Director, Economy and Development

J Livschitz, Group Chief Financial Officer K Butler-Hare, Tumuaki Māori (part meeting)

C Ellis, Head of Chief Executive's Office (part meeting)

C Parish, Head of Mayor's Office (part meeting) L Allot, Chief Digital Officer (part meeting)

D Nunnian, Manager Financial Strategy and Planning

J Kingsbury, Head of Transport (part meeting)

J Lamb, Head of Business and Economy (part meeting)

R Hardie, Head of Strategy and Policy B Hodgins, Strategic Advisor (part meeting)

J Scherzer, Head of Climate and Solid Waste (part meeting)

A Andrews, Finance Transaction Services Manager D Millin, Principal Advisor Transport (part meeting)

V Jones, Senior Communications Advisor K Glanville, Senior Democracy Advisor

H Clegg, Minute Taker

#### **PUBLIC BUSINESS**

#### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū Tīhei mauri ora.

Cease the winds from the west
Cease the winds from the south
Let the breeze blow over the land
Let the breeze blow over the ocean
Let the red-tipped dawn come with
a sharpened air.
A touch of frost, a promise of a
glorious day.

# 2. APOLOGIES

There were no apologies.

# 3. PUBLIC COMMENT

Cr Mitchell joined the meeting at 10.34am.

Comments are recorded under the item to which they relate.

# 4. CONFLICT OF INTEREST DECLARATIONS

Deputy Mayor Lewis declared a conflict of interest in relation to the public excluded item 8) Seaview Marina Breakwater – Proposed Sale to Seaview Marina Limited. Deputy Mayor Lewis was Council's representative on the Board of Seaview Marina Limited and took no part in voting on the matter.

# 5. RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI | COUNCIL - 12 December 2023

a) Draft Long-Term Plan 2024-2034 progressing financial decisions

Speaking under public comment, **Mike Fisher**, **Chair of the Petone Community Board**, spoke in favour of public consultation on the demolition of Petone Wharf. He expressed confusion about the options for Petone Library and preferred Option 5. He also asked for clarification on the area for proposed parking charges in Petone.

In response to questions from members, Mike Fisher acknowledged the subjective nature of public responses regarding the potential uses of the spaces above the Petone Library. He advised the Petone Steering Group favoured refurbishing the Petone Library for \$5M and had no prior discussion regarding the redevelopment of the space above the Petone Library.

Mayor Barry clarified that officers were directed to investigate using the spaces above the Petone Library.

Cr Stallinger read a written submission from Nicole Hawke, a member of the public, attached as page 20 to the minutes.

The Group Chief Financial Officer elaborated on the report and referred to a presentation available <a href="here">here</a>.

In response to questions from members, the Group Chief Financial Officer stated that if the Three Waters budget was removed from the Long Term Plan (LTP), it would significantly improve the financial outcomes. She said the Three Waters budget accounted for 63% of the total LTP budget.

# PRECEDENCE OF BUSINESS

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. LTPAP 23501(2)

"Pursuant to Standing Order 10.4, precedence is accorded to items 5d) Development Contributions Policy Review and 5c) Jackson Street Programme – proposed changes for consideration."

The items are recorded in the order in which they are listed on the order paper.

Mayor Barry directed members to Table 2: Budget matters for consideration by Council, requiring a decision in the report.

# RECOMMENDED: (Mayor Barry/Cr Tupou) Minute No. LTPAP 23502(2)

"That the Subcommittee recommends that Council approves the budget changes for Eastern Hutt Road outlined in Table 2 of Report No. LTPAP2023/5/396."

Mayor Barry directed members to Appendix 1: Previous decisions on budget matters attached to the report.

## Te Tira Māori:

The Tumuaki Māori explained a large majority of the costs incurred by Te Tira Māori were for translation services. He said this was carried out in partnership with Wellington City Council.

The Chief Executive indicated that a region-wide joint committee for the Street Naming Policy was required, but it had not yet been established.

Mayor Barry confirmed that the budget increase request was already accounted for in the draft Long Term Plan document.

Cr Stallinger expressed support for the recommendation, but only if savings could offset the additional costs.

# RECOMMENDED: (Mayor Barry/Cr Briggs) Minute No. LTPAP 23503(2)

"That the Subcommittee recommends that Council approves the additional funding of \$500k per year for Te Tira Māori (the current option in the budget) outlined in the memorandum of the supplementary agenda."

## Go Digital programme:

Members agreed to maintain the status quo.

# <u>Indigenous Biodiversity</u>:

Members agreed to increase the budget by \$80,000. Members noted that the increased funding would employ a new community ranger to assist communities in becoming more involved in biodiversity activities.

# RECOMMENDED: (Cr Briggs/Cr Parkin) Minute No. LTPAP 23504(2)

"That the Subcommittee recommends that Council approves option 6 for the Indigenous Biodiversity Strategy with an operating budget increase of \$0.26M in 2024-25 (\$2.49M over 10 years) as outlined in the memorandum of the supplementary agenda."

## Petone Library:

Cr Brown stated she was in partnership with an office located in the Petone Library building. Mayor Barry advised that Cr Brown did not have a conflict of interest.

Mayor Barry provided an update on the refurbishment of the Petone Library. He stated that officers had presented additional options based on the feedback provided by members. He said that the only option on the table was to refurbish the existing library. However, he advised that Options 5 and 6 were being considered but required further investigation to be fully understood.

In response to questions from members, the Group Chief Financial Officer suggested the project could be funded through debt, leading to a rates increase in subsequent years.

Mayor Barry advised the Petone Steering Group (the group) that it had chosen its preferred option for the Petone Library. He said officers presented additional options that considered the potential of the site.

Members noted Option 6 would fully explore the potential of the site. They acknowledged the work already done by the group. They expressed concern that the community had no say in the new options. They noted that investigations into the site's potential should consider the possibility of flooding.

Cr Dyer expressed support for Option 6, highlighting that the initial parameters provided to the group had been changed. He endorsed the consideration of climate change concerns and emphasised the need to use the available space better. He underlined the importance of community involvement in the process.

Deputy Mayor Lewis said that if Option 6 was the preferred choice of the members, then additional information would be necessary. She added that the community had given feedback twice that they wanted the Petone Library fixed and preferred Option 3.

Members discussed Option 3 and Option 6. Members noted that Option 6 would provide a comprehensive investigation into future proofing and enhancement of the entire site.

MOVED: (Mayor Barry/Deputy Mayor Lewis)

"That the Subcommittee recommends that council approves Option 3 as the preferred option for the Petone Library building outlined in the memorandum of the supplementary agenda."

Cr Edwards asked that officers investigate flood risks related to the site.

Cr Tupou called for public consultation.

Crs Dyer, Morgan and Parkin believed a thorough investigation of the site and building was necessary.

The motion was LOST on a show of hands.

MOVED: (Cr Parkin/Cr Morgan)

"That the Subcommittee recommends that Council approves option 6 as the preferred option for the Petone Library building (total capital budget of \$10M) outlined in the memorandum of the supplementary agenda."

The motion was CARRIED on a show of hands.

# RECOMMENDED: (Cr Parkin/Cr Morgan) Minute No. LTPAP 23505(2)

"That the Subcommittee recommends that Council approves option 6 as the preferred option for the Petone Library building (total capital budget of \$10M) outlined in the memorandum of the supplementary agenda."

# Rangitahi Engagement

Cr Briggs stated his involvement with Naenae Boxing Academy. Mayor Barry Mayor Barry advised that Cr Briggs did not have a conflict of interest.

Cr Morgan expressed hope that there was a plan to engage rangatahi using the available staffing resources. She said that the youth represented 18% of the city's population and involving them in decision making for the future was crucial.

Cr Edwards supported the proposal and volunteered his time to assist when required.

Cr Brown supported the proposal with the condition that there would be regular reporting on the initiative.

Cr Stallinger supported the proposal and congratulated the officers for finding a way to increase services with the existing budgets.

# RECOMMENDED: (Mayor Barry/Cr Dyer) Minute No. LTPAP 23506(2)

"That the Subcommittee recommends that Council approves no increase in budget for Rangatahi Engagement as per option 2 outlined in the memorandum of the supplementary agenda."

# Mauri Ora Fund:

Cr Barratt noted that the business she worked for had applied for funding through the Mauri Ora Fund (the fund). Mayor Barry advised that Cr Barratt did not have a conflict of interest.

Cr Shaw expressed support for retaining the fund. She said it supported volunteers in promoting the health and wellbeing of the community.

Cr Brown expressed support for retaining the fund. She emphasised the need to allocate a portion of the budget to support community-based initiatives.

Mayor Barry clarified that the proposal was to reduce the fund by 10% and consult with the community.

Cr Briggs expressed support for consulting on the matter. He said his long term preference would be for fully funding fewer organisations and initiatives, rather than providing partial funding to many.

Cr Parkin expressed support for retaining the fund and suggested a 5% reduction in the budget.

Cr Morgan expressed support for retaining the fund. She stated that the fund was an important avenue for adding value and promoting wellbeing in the community.

Cr Mitchell expressed support for retaining the fund and said that the assistance provided by the fund was vital to the recipients.

MOVED: (Mayor Barry/Cr Briggs)

"The Subcommittee recommends that Council reduce the allocated budget for the Mauri Ora Fund by 10%."

The motion was declared LOST by division with the voting as follows:

<u>For</u>	<u>Against</u>
Mayor Barry Cr Barratt Cr Briggs Cr Edwards Cr Stallinger	Cr Brown Cr Dyer Deputy Mayor Lewis Cr Mitchell Cr Morgan Cr Parkin Cr Shaw Cr Tupou

8

Total: 5

Mayor Barry confirmed that no consultation on the item would be undertaken as part of the Long Term Plan and that the status quo would be retained.

# **Transport Speed Review Implementation:**

Members agreed that the item was important, and thus, no budgetary reductions should be made towards it.

# Akatāwara Cemetery Renewal:

The Director Neighbourhoods and Communities advised that Upper Hutt and Hutt City Councils jointly operated the Akatārawa Cemetery (the cemetery) therefore Upper Hutt City Council was also considering the proposal. She said the proposal requested additional funding for existing planned capital works.

In response to a question from a member, the Director Neighbourhoods and Communities advised officers were currently focusing on extension investigations at the cemetery. She said that a broader review would be conducted at a later date. She also clarified that officers were recommending Option 1.

# RECOMMENDED: (Mayor Barry/Cr Stallinger) Minute No. LTPAP 23507(2)

"That the Subcommittee recommends that Council approves option 1 and the associated budget changes for the Cemetery renewal – Akatārawa outlined in the memorandum of the supplementary agenda."

Mayor Barry directed members to Table 3: Budget matters for consideration by Council, requiring a decision in the report.

# <u>Landfill</u> - updated annual review:

The Head of Climate and Solid Waste stated that the landfill would continue to generate a net operating surplus despite the expected decrease in revenue due to lower volumes received.

# RECOMMENDED: (Mayor Barry/Cr Dyer) Minute No. LTPAP 23508(2)

"That the Subcommittee recommends that Council approves the budget changes for the Landfill – Updated Annual Review outlined in Table 3 of Report No. LTPAP2023/5/396."

## Rubbish and Recycling:

The Head of Climate and Solid Waste confirmed that all overheads had been finalised, and BERL provided cost inflation assumptions. He noted that this revision had resulted in changes to the model.

# RECOMMENDED: (Mayor Barry/Deputy Mayor Lewis)

Minute No. LTPAP 23509(2)

"That the Subcommittee recommends that Council approves the budget changes for the Rubbish and Recycling – Updated Annual Review outlined in Table 3 of Report No. LTPAP2023/5/396."

# **Development Contributions:**

Mayor Barry advised the item had already been discussed.

# Capital Investment Programme:

In response to a question from a member regarding odour treatment, the Strategic Adviser advised that Upper Hutt City Council was considering advancing the funding.

Mayor Barry asked officers to consider cross valley joint services in the Long Term Plan document.

## General Matters:

In response to a question from a member, the Head of Transport proposed that Council would no longer do vehicle crossing installations due to the high cost and crews being taken away from road work. He assured members that inspections of previously installed vehicle crossings would continue. He agreed to review the figures on page 109 of the agenda.

In response to questions from members, the Head of Transport clarified that the proposed parking charges in Petone included around 300 carparks on Jackson Street, between Britannia and Cuba Streets. He said the Riverbank carpark would be assessed as part of the Parking Policy review.

The Chief Executive advised that the Parking Policy review would look into the feasibility of implementing solar-powered meters.

In response to a question from a member regarding the proposed charges for the Little Theatre (the Theatre), the Director Neighbourhoods and Communities stated that the Asset review had identified an opportunity for greater cost recovery for the Theatre. She suggested a scale of fees and charges, with different rates for commercial or community events, could be implemented. She agreed to investigate whether half day bookings could be made and report back.

#### Rates Revenue Increase:

In response to a question from a member, the Group Chief Financial Officer stated that the 2024/25 rates increase would remain the same with the proposed changes agreed upon today, but the longer-term profile might change.

Cr Stallinger stated that he would vote against the proposed rates increase as he believed it was too high. He said he preferred reducing the planned rates increase by 5%. He supported all infrastructural budget spending and market related budget cost increases. However, he questioned the budget amount for City Leadership, believing it to be too high.

Cr Dyer commended officers for their collaborative work and supported the

proposed rates increase. He believed that the budget could not be cut any further.

Cr Shaw supported Cr Dyer's comments, noting that all information was considered before making decisions.

Cr Brown believed everything that could have been done to reduce budgets had been done and supported the proposed rates increase.

Cr Tupou supported Cr Brown's comments. He commended officers for their work.

Deputy Mayor Lewis expressed support for the rates increase. She said she could not identify areas where further savings could be made.

Mayor Barry explained that to achieve a 5% reduction in the proposed rates increase over the next three years, there would have to be a reduction of 20% in Council staffing levels. He added that this reduction would significantly impact Council's services and functions. He advocated for a change in how central government funded Three Waters infrastructure, which would assist all councils.

Cr Brown left the meeting at 2.24pm

The meeting adjourned at 2.25pm.

The meeting resumed at 2.30pm. Cr Brown rejoined the meeting at 2.30pm.

Cr Stallinger restated his intention to vote against recommendations (2), (9), (10), (16) and (17). He objected to the Rates Remission for Financial Hardship proposal as he did not believe it would effectively help the intended recipients. He thanked officers for their hard work and efforts in the matter.

Mayor Barry commented that putting financial pressure on the community was difficult. He said officers and members had done all they could to reduce budget costs. He looked forward to hearing back from the community.

Parts (2), (9), (10), (16) and (17) were taken separately.

# RECOMMENDED: (Mayor Barry/Cr Morgan) Minute No. LTPAP 23510(2)

"That the Subcommittee recommends that Council:

- (1) notes that there are a range of financial risks associated with legislative changes, the capital programme, operating expenditure, and the proposed revenue settings;
- (2) endorses the previous decisions made on budget matters as detailed in Appendix 1 of the report, subject to the decisions made at the meeting;
- (3) endorses the budget matters as detailed in tables 2 and 3 and provides direction to officers in the preparation of the Draft Long Term Plan 2024-2034, subject to the decisions made at the meeting;
- (4) agrees the capital investment programme totalling \$2.6B over the next ten years

- to be included in the Draft Long Term Plan 2024-2034 for consultation as detailed in graph 1 and Appendix 4 of the report;
- (5) agrees with the proposed targeted rates for Wastewater and Water Supply and notes that these are attributable to decisions to prioritise investment following advice from Wellington Water Ltd, to be included in the Draft Long Term Plan 2024-2034 for consultation, refer to table 8 and section F of the report;
- (6) agrees the proposed targeted rates for Waste Services (refuse, recycling and green waste), to be included in the Draft Long Term Plan 2024-2034 for consultation, refer to table 9 contained within the report;
- (7) agrees the proposed fees and charges to be included in the Draft Long Term Plan 2024-2034 for consultation, refer to Appendix 3 attached to the report;
- (8) agrees on the significant forecasting assumptions to be included in the Draft Long Term Plan 2024-2034 for consultation, refer to Appendix 6 of the report;
- (9) agrees the 10 year rates revenue increases for the period of the Draft Long Term Plan 2024-2034 for consultation, refer to table 4 of the report;
- (10) agrees to include the rates revenue increase as presented in section F for inclusion in the Draft Long Term Plan 2024-2034 for consultation, being an overall rates revenue increase of 15.9% (after growth) in 2024-25;
- (11) notes the detailed rating impact on properties of this rates option, as detailed in tables 7 and 10 contained within the report;
- (12) notes that the impact on the average residential property valued at \$815,000 will be a rates increase of \$514 per annum or \$9.89 per week;
- (13) notes that cost savings and re-prioritisation are included within the base budget to partially offset rising costs where possible, and this is reflected in the proposed rates revenue increase of 15.9% (after growth);
- (14) notes the Activity statements, Financial statements and Funding Impact Statements for inclusion in the Draft Long Term Plan 2024-2034 for public consultation, refer to Appendix 5 of the report;
- (15) notes the legal requirements regarding a balanced budget and financial prudence, refer to Section E of the report;
- (16) notes the projected debt and balance budget results to be included in the Draft Long Term Plan 2024-2034 for consultation as detailed in Section E of the report;
- (17) agrees the Financial Strategy to be included in the Draft Long Term Plan 2024-2034 for consultation as detailed in Section E of the report; and
- (18) agrees that further decisions on policy changes to finalise the policy for consultation are made by the Long Term Plan Working Group, the Mayor and Chairs of Committees and reported back to the next meeting in February 2024."
- Cr Stallinger requested that his dissenting vote be recorded against parts (2), (9), (10), (16) and (17) above.

b) Draft Long Term Plan 2024-34: further information on financial aspects of the budget

The item was considered part of item 5a) Draft Long Term Plan 2024-2034 progressing financial decisions.

c) Jackson Street Programme - proposed changes for consideration

Speaking under public comment, **Hellen Swales**, **representing the Jackson Street Programme** (JSP), highlighted the programme's success. She explained that the JSP team sought additional funding to extend its physical footprint due to the programme's effectiveness. She added that even the properties on the periphery of the current footprint had benefited from the JSP. She also mentioned that JSP had fulfilled its three business priorities and could provide a secure and robust network to support its members.

In response to questions from members, Hellen Swales confirmed that JSP needed more staff to deliver growing services. She emphasised that the JSP worked with local businesses to promote the city and engaged with them at a grassroots level. She said the surrounding businesses supported becoming members or associates of JSP.

In response to questions from members, Hellen Swales acknowledged that some landlords may pass on a targeted rate to their tenants. She noted that the JSP would use increased funding to employ a specific marketing person. She said this would allow existing staff resources to be used for core JSP business.

In response to questions from members, the Finance Transaction Services Manager advised that the JSP did not prefer such a phased approach to increased funding. She confirmed consultation with proposed businesses to be included in the targeted rate had yet to occur. She confirmed no consultation would happen if Council agreed to the status quo option.

The Director Strategy and Engagement stated that if an expanded targeted rate area and an increased targeted rate were proposed, a four week public consultation process would occur outside of the Long Term Plan consultation process.

Cr Briggs expressed support for the current status quo. He said that although the JSP achieved its targets, an increase in the targeted rates area would be considered a 'nice to have' during fiscal constraints.

Cr Edwards expressed support for the current status quo. He said the current financial climate was not conducive to granting the requests. He added that JSP should focus on increasing the number of associate members.

Deputy Mayor Lewis expressed support for the current status quo and stated that she did not believe it was the appropriate time to increase the funding for the JSP.

Cr Mitchell expressed support for the current status quo but suggested that the JSP conduct a survey to expand its footprint.

Mayor Barry advised that a survey would be necessary if members wanted to understand the opinions of existing and proposed new JSP members.

Cr Parkin questioned whether there was a different way for Council to offer support.

Cr Dyer expressed support for the idea of increasing the JSP's budget. He believed that expanding the footprint would lead to a reduction in the targeted rate for each property. He asked if funding from the general rates could be used.

Cr Stallinger suggested surveying to understand the businesses' views in the proposed area. He believed that the survey should be delayed until at least next year.

Cr Tupou expressed concern about increasing the targeted rate.

Cr Shaw supported Cr Stallinger's comments.

Cr Brown questioned whether businesses within the existing targeted rate area were aware of the proposal to increase the targeted rate.

Mayor Barry foreshadowed his intention to propose the report's reconsidered as part of the Annual Plan process for 2025-26.

# RECOMMENDED: (Mayor Barry/Cr Briggs) Minute No. LTPAP 23511(2)

"That the Subcommittee recommends that Council:

- (1) notes the Jackson Street programme targeted rate has been in place at Hutt City Council since 1991;
- (2) notes the revenue collected from the Jackson Street Programme targeted rate is set to increase by the rate of CPI each year;
- (3) notes the request from the Jackson Street Programme organisation to increase the revenue collected from the targeted rate from \$158,000 in the 2023-24 financial year to \$300,000 in the 2024-25 financial year and to extend the area the targeted rate is collected from;
- (4) notes that a change to the area that the targeted rate is collected from would require Council to undertake a Special Consultative Procedure in accordance with section 87 of the Local Government Act 2002;
- (5) notes that an increase to the revenue collected from this targeted rate without a change to the area the targeted rate is collected from, would result in a 91% increase in the targeted rate payable from the existing properties; and
- (6) agrees that the report be reconsidered as part of the Annual Plan process for 2025-26."

The meeting moved to the public excluded business part of the meeting at 11.57am. The public part of the meeting resumed at 12.54pm.

# d) Development Contributions Policy Review

Dwayne Fletcher, from Vale Consulting was in attendance for the item (via audio-visual link).

The Manager Financial Strategy and Planning elaborated on the report.

Dwayne Fletcher gave a presentation that can be viewed by clicking on the link here.

In response to questions from members, the Group Chief Financial Officer advised that removing the development contributions budget of \$98M would require increasing the debt and the general rate. She confirmed that the budget had been calculated considering the development contributions.

In response to a question from a member, Dwayne Fletcher stated that stormwater and rainwater infrastructure were necessary, even if new subdivisions required retention tanks. He added that most councils had followed a similar approach to development contributions.

In response to a question from a member regarding how the concept of "growth pays for growth" would be communicated, the Director Strategy and Engagement explained that the focus would be on how Council was taking a restrained approach to growth and was diversifying its income streams to provide for it.

Cr Barratt joined the meeting at 11.34am.

In response to a question from a member about the reimbursement of development contributions made in case a project was cancelled, Dwayne Fletcher stated that it had not been tried before. However, he noted that if a significant project did not go through, any development contributions towards the project cost must be refunded.

# RECOMMENDED: (Mayor Barry/Cr Edwards) Minute No. LTPAP 23512(2)

"That the Subcommittee recommends that Council:

- (1) notes the impact on revenue budgets of the proposed policy update as outlined in table 3 of the report;
- (2) approves the proposed Development and Financial Contributions Policy 2024 and consultation information in principle, attached as Appendix 2 to the report;
- (3) authorises the Chief Executive to make any changes to the draft Development and Financial Contributions Policy 2024 and consultation information needed as a result of audit feedback or changes to the Draft Long Term Plan 2024-2034 infrastructure programme; or to make minor corrections or editorial changes; and
- (4) agrees that further decisions on policy changes to finalise the policy for consultation are made by the Long Term Plan Working Group, comprising the

Mayor and Chairs of Committees and reported back to the next meeting in February 2024."

e) Draft 2024-2034 Long-Term Plan Infrastructure Strategy for review

The Head of Strategy and Policy elaborated on the report.

In response to a question from a member, the Head of Strategy and Policy stated that updates regarding any government changes would be provided to members as they occurred.

# RECOMMENDED: (Mayor Barry/Cr Tupou) Minute No. LTPAP 23513(2)

"That the Subcommittee recommends that Council:

- (1) notes that Council is required to have an infrastructure strategy to comply with section 101b of the Local Government Act (2002)
- (2) notes that the draft Infrastructure Strategy:
  - (a) aligns to and supports the strategic framework for the Long-Term Plan agreed by Council at its hui on 31 May 2023; and
  - (b) outlines what has been delivered in the infrastructure space since 2021, as well as the key elements of Council's stewardship approach to managing its infrastructure;
- (3) notes that the Infrastructure Strategy (attached as Appendix 1 to the report) is a content version only and that design of the document has still to be completed; and
- (4) agrees that the draft Infrastructure Strategy be included in Draft 2024-34 Long-Term Plan for consultation in early 2024."

For the reason that Council is required to have an infrastructure strategy as part of its Long-Term Plan

f) Update on the development of the 2024-2034 Long Term Plan and Consultation document

The Head of Strategy and Policy elaborated on the report.

Cr Briggs commented that consulting now was appropriate as the community anticipated the Long Term Plan moving in this direction.

Cr Mitchell asked that it be clear who the Rates Remission Policy was targeted towards.

Deputy Mayor Lewis thanked officers and members for proposing consultation about the demolition of the Petone Wharf.

# RECOMMENDED: (Mayor Barry/Deputy Mayor Lewis)

Minute No. LTPAP 23514(2)

"That the Subcommittee recommends Council:

- (1) notes that the draft 2024-2034 Long Term Plan and consultation document are being prepared in accordance with the requirements of the Local Government Act 2002;
- (2) notes previous reports that have been considered by the Long Term Plan/Annual Plan Subcommittee;
- (3) notes the timeline in Table 1 (contained in the report) for the development of the draft Long Term Plan and consultation document;
- (4) considers the engagement approach and gives feedback to officers;
- (5) notes that officers have developed criteria in line with best-practice guidance to determine consultation priorities;
- (6) approves the strategic approach to selecting items for consultation;
- (7) agrees the four priority projects officers have proposed for inclusion in the consultation document as outlined in Table 2 (contained in the report); and
- (8) notes that officers will take on the feedback provided at the meeting."

For the reason that Council is required to prepare and consult on a draft Long Term Plan in accordance with the Local Government Act 2002.

# g) Revenue and Financing Policy

# RECOMMENDED: (Mayor Barry/Cr Briggs) Minute No. LTPAP 23515(2)

"That the Subcommittee recommends that Council:

- (1) notes the decisions of Council on 30 June 2023 and Long Term Plan/Annual Plan Subcommittee on 30 October and 27 November 2023 and that this report has been prepared in response to those decisions;
- (2) endorses the draft Revenue and Financing Policy for consultation as part of the Draft Long Term Plan 2024-2034 attached as Appendix 1 to the report;
- (3) notes the draft Funding Impact Statement will be provided at the Subcommittee

- meeting in February 2024 following decisions progressed by Council on the rates increase for consultation;
- (4) notes that the draft Revenue and Financing Policy document was reviewed by external legal specialists, and feedback was incorporated ahead of the Long Term Plan/Annual Plan Subcommittee meeting on 27 November 2023; and
- (5) notes that the draft Revenue and Financing Policy document is subject to audit review prior to final approval for consultation."

## 6. QUESTIONS

There were no questions.

# 7. EXCLUSION OF THE PUBLIC

RESOLVED: (Mayor Barry/Cr Dyer)

**Minute No. LTPAP 23516(2)** 

"That the public be excluded from the following parts of the proceedings of this meeting, namely:

8. Seaview Marina Breakwater - proposed sale to Seaview Marina Limited, 9. Changes to Silverstream transfer station capital expenditure funding and 10. Te Wai Takamori o Te Awa Kairangi (RiverLink) - Funding and Commercial Matters

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A)	(B)	(C)
General subject of the matter to be considered.	Reason for passing this resolution in relation to each matter.	Ground under section 48(1) for the passing of this resolution.
Seaview Marina Breakwater - proposed sale to Seaview Marina Limited.	The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (s7(2)(h)). The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

industrial negotiations) (57(2)(i)).

Changes to Silverstream transfer station capital expenditure funding.

The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or *information from the* same source and it is in the public interest that such information should continue to be supplied (s7(2)(c)(i)). The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to damage the public interest (s7(2)(c)(ii)).

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

Te Wai Takamori o Te Awa Kairangi (RiverLink) - Funding and Commercial Matters. The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (\$7(2)(h)). The withholding of the information is

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist. necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (\$7(2)(i)).

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

There being no further business the Chair declared the public part of the meeting closed at 2.58pm. The public excluded part of the meeting closed at 12.29pm.

C Barry MAYOR

CONFIRMED as a true and correct record Dated this 27th day of March 2024

Subject: Re: [EXTERNAL] Proposed rates increase

Kia ora

I will not be able to attend tomorrow as I am at work. I am a primary teacher and leaving my class is not possible.

Could you relay my concerns on behalf of me? I have just done the budget for my retired parents, a 16.5% increase is unaffordable. For my husband and I, it will mean choices between heating the home or not etc.

It's crazy to see such increases proposed when the Upper Hutt city with a similar aged pipe network, is not in this situation. Also, many smaller leaks which still put out litres a day, are not fixed. For example cambridge terrace. Pot holes are not fixed well first time e.g Vogel street. This wastes money on multiple call outs.

Every one I have talked to on our staff would strongly prefer to go without things like seedling yoga, build and play trailers etc, as we are capable of doing this without council help. The council should also not be funding people learning to drive. There are many other charities that do this. The council is deviating from their mandate of providing the basics. We are fine for things to be cut in favour of not being under incredible stress.

It is a cost of living crisis. Please encourage your colleagues to do the job they were elected to do and look after people.

Kind regards

Nicole

### **HUTT CITY COUNCIL**

### KOMITI ITI MAHERE Ā-NGAHURUTANGA / MAHERE Ā-TAU LONG TERM PLAN/ANNUAL PLAN SUBCOMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on

Tuesday 20 February 2024 commencing at 9:00 am

**PRESENT:** Mayor C Barry (Chair) Deputy Mayor T Lewis

Cr G Barratt Cr J Briggs

Cr K Brown Cr B Dyer (via audio-visual link)

Cr S Edwards Cr A Mitchell
Cr K Morgan Cr C Parkin
Cr N Shaw Cr T Stallinger

**APOLOGIES:** An apology was received from Cr G Tupou.

**IN ATTENDANCE:** J Miller, Chief Executive (via audio-visual link)

A Blackshaw, Director Neighbourhoods and Communities

J Griffiths, Director Strategy and Engagement

A Geddes, Director Environment and Sustainability J Kingsbury, Director Economy and Development

J Livschitz, Group Chief Financial Officer

D Nunnian, Manager Financial Strategy and Planning

R Hardie, Head of Strategy and Policy

A Andrews, Finance Transaction Services Manager

B Hodgins, Strategic Advisor

K Stannard, Head of Democratic Services (part meeting)

V Jones, Senior Communications Advisor

S Bascand, Engagement Advisor (part meeting) W Botha, Corporate Planning Lead (part meeting)

H Bell, Elected Member Support Coordinator (part meeting)

K Glanville, Senior Democracy Advisor

H Clegg, Minute Taker

### **PUBLIC BUSINESS**

### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū Tīhei mauri ora.

Cease the winds from the west
Cease the winds from the south
Let the breeze blow over the land
Let the breeze blow over the ocean
Let the red-tipped dawn come with
a sharpened air.
A touch of frost, a promise of a
glorious day.

### 2. <u>APOLOGIES</u>

RESOLVED: (Mayor Barry/Cr Briggs)

Minute No. LTPAP 24101

### 3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

### 4. CONFLICT OF INTEREST DECLARATIONS

Cr Brown declared a conflict of interest in relation to matters relating to Urban Plus Limited (UPL). Cr Brown was Council's representative on the Board of UPL. She took no part in discussion or voting on matters relating to UPL.

Cr Shaw advised she was personally involved in a private subdivision development. Mayor Barry considered there was no conflict of interest regarding matters relating to the Development and Financial Contributions Policy.

## 5. RECOMMENDATIONS TO TE KAUNIHERA O TE AWA KAIRANGI | COUNCIL - 20 February 2024

<sup>&</sup>quot;That the apology received from Cr Tupou be accepted and leave of absence be granted."

### a) Draft 2024-2034 Long Term Plan and Consultation Document

Speaking under public comment, Pam Hanna, Sylvia Allan, Dr Roger Blakeley and Alex Voutratzis, on behalf of Safe Petone Wharf Group (the Group), spoke to a presentation (attached as pages 15-19 to the minutes) and a statement (attached as pages 20-25 to the minutes).

In response to questions from members, Pam Hanna advised that Rockbond Marine Solutions (Rockbond) was open to meeting with Council. She said their guaranteed price of up to \$6M also included the removal of redundant piles. She added that the PileMedic technology was an affordable method to refurbish wharf piles and did not require heavy machinery.

In response to further questions from members, Sylvia Allan advised that the patented system was introduced in the USA in 2015 and had recently been brought to New Zealand in 2023. She said Port Otago was currently using this system. She acknowledged limited information was available due to its recent introduction in New Zealand.

In response to further questions from members, Pam Hanna assured members that Rockbond was prepared for any contingency and had adequate liability insurance. She highlighted that the company was experienced in marine structures and offered a 50-year guarantee on its building materials. She noted that the pile jackets used in the building consent were also covered under this guarantee. She also said the pile jackets were waterproof and sealed at both ends.

In response to questions from members regarding the cost of fully refurbishing the wharf, Dr Blakeley clarified that a maximum of \$6M would cover the refurbishment of all the piles that required immediate attention. He said other piles could be refurbished gradually over time and as finances permitted. He noted that the Long Term Plan included an annual budget of \$300,000 for wharf maintenance, which he believed could be utilised for any additional refurbishment of the piles.

Members noted that the 2022 Condition report highlighted several areas of the wharf that required replacement. Members recognised that several issues needed to be resolved and asked that further information be reported to the Subcommittee.

Mayor Barry thanked the group for their investigative efforts and informed them of a meeting between Rockbond and Council officers.

The Director Neighbourhoods and Communities advised that an investigation would be conducted into the system, and members would consider a report in due course. She explained that the \$300,000 set aside for maintenance might not be enough to cover ongoing repairs and maintenance.

Speaking under public comment, Mike Fisher, Chair of the Petone

**Community Board** (the Board), spoke of the Board's support for the Save Petone Wharf Group's proposal. He said at the Petone fair, the Board received public feedback as follows:

- Petone Wharf retention supported
- mixed feedback for Petone Library and Grandstand
- multi-use proposals for Petone Library received mixed responses
- majority of feedback for Petone Grandstand requested preservation

Speaking under public comment, **Mike Fisher** opposed the proposed introduction of paid parking in certain areas of Petone. He raised concerns about the potential negative impact on the commercial area's vitality if the proposal proceeded.

In response to questions from members, Mike Fisher stated that while there was general agreement about the need for repairs and a better configuration of the Petone Library, there were differing views regarding other uses for the building. He highlighted that starting with a clean slate was not supported.

The Head of Strategy and Policy elaborated on the report. He also elaborated on the updates to the Fees and Charges document.

In response to questions from members, the Head of Strategy and Policy agreed to review the wording and projects relating to 'Weathering a changing climate'. He also agreed to investigate why the Cycleway Micromobility Programme only mentioned a three year programme instead of a 10 year programme.

In response to a question from a member regarding the pop-out box on page 30 of the agenda, the Director Strategy and Engagement agreed to review the wording used in the box to ensure that it was clear that any changes to water charges would require another round of public consultation.

In response to questions from members, the Head of Strategy and Policy agreed to review the introductory summaries to ensure that it was clearly stated that Council lacked sufficient funds to cover all necessary water infrastructure costs. He said he would also review the section about the Petone 2040 Plan.

In response to questions from members, the Group Chief Financial Officer clarified that the Petone Wharf options would be debt-funded. She agreed to revise the wording on page 41 of the agenda to explain this.

In response to comments made by a member regarding the proposed 18% increase in personnel costs, the Chief Executive expressed confidence in the officers' ability to maintain their level of service. She also mentioned that there might be some changes in the way services were provided in the future.

Mayor Barry explained that the main reason for the proposed rates increase was due to essential costs, such as water infrastructure costs. He mentioned

that reducing the number of personnel would have a negligible impact on the overall budget, but it would significantly reduce the level of service provided.

The Director Strategy and Engagement advised that an information document would be created for members in March 2024 to assist them when working in their communities and to make it easier for the public to engage. He highlighted that the document would include links to additional sources and aimed to promote better communication between members and the public.

Members agreed that transparency and good communication with the public were essential.

Mayor Barry accorded precedence to the following items pursuant to Standing Order 10.4: 5b) Three Waters Further Advice for 2024-2034 Long Term Plan, 5b)a) Investment required to eliminate water leak backlog and 5b)b) Draft Long Term Plan 2024-2034 – Further information on the rating impact for Thre Waters capital investment.

The items are recorded in the order in which they are listed on the order paper.

Mayor Barry foreshadowed his intention to move three additional recommendations. They were: acknowledging that the Long Term Plan had the largest capital delivery programme in its history, asking officers to investigate partnership opportunities to streamline costs to support the capital delivery programme, and embedding a 'dig once' approach within the programme of work. He emphasised that the additional recommendations did not have any budgetary implications.

Cr Stallinger opposed the proposed 18% increase in personnel costs. He suggested that staff levels could be reduced to 11% without affecting the quality of services. He recommended utilising these savings to fund the water infrastructure renewals programme. He supported the document being available for public consultation.

Cr Briggs acknowledged the importance of making the document accessible to everyone.

Deputy Mayor Lewis stated that due to a lack of proper maintenance in recent years, Council could not afford the complete restoration of any heritage features in the city.

Mayor Barry thanked members and officers for their constructive contribution so far. He urged the community to participate actively in the consultation phase. He added that people should propose alternative options if they did not favour a particular one. He asked the public to share their opinions on which activities or services should not be undertaken by Council.

## <u>RECOMMENDED</u>: (Mayor Barry/Cr Edwards) **Minute No. LTPAP 24102** "That the Subcommittee recommends that Council:

- (1) notes that at its meeting on 12 December 2023, the Long-Term Plan/Annual Plan Subcommittee agreed financial decisions and priority projects for inclusion in the 2024-2034 Long-Term Plan consultation document;
- (2) agrees to the attached draft consultation document, attached as Appendix 1 to the report;
- (3) agrees to the attached draft consultation survey, attached as part of Appendix 1 to the report;
- (4) agrees that consultation on the draft 2024-2034 Long Term Plan will run from Tuesday 2 April 2024 to Friday 3 May 2024;
- (5) notes that elected members will be provided with material and information to support the consultation process at a briefing on 13 March 2024;
- (6) notes the feedback provided to officers on the content of the draft 2024-2034 Long-Term Plan, attached as Appendix 2 to the report;
- (7) notes that on 30 June 2023 Council agreed to establish the Long Term Plan Working Group (comprising the Mayor and Chairs of standing committees) with delegated powers to approve the early engagement material before it is released to the public;
- (8) delegates the power to the Long Term Plan Working Group to progress the consultation document and make content decisions ahead of final recommendations for Council's consideration on 27 March 2024;
- (9) notes that Council's Draft Long Term Plan has the largest capital delivery programme in its history, primarily focused on Water Infrastructure and Transport;
- (10) asks officers to investigate any partnership opportunities that will streamline costs and enhance the delivery of this capital programme, as well as support the

work of the private sector and utility companies; and

(11) asks offices to embed a 'Dig Once' approach within Council's own programme of work, and any other utility works across the city."

For the reason that Council is required to prepare and consult on a draft Long Term Plan in accordance with the Local Government Act 2002.

b) Three Waters Further Advice for 2024-2034 Long Term Plan

Kevin Locke, Group Manager Customer Operations from Wellington Water Limited (WWL) was in attendance for the item.

The Strategic Advisor elaborated on the report. He pointed out that paragraph 6 contained an error. He said that the year mentioned in the paragraph should be 2027/2028 instead of 2028/29.

In response to questions from members, the Strategic Advisor explained that to maintain the backlog at its current level, an investment of approximately \$2M per kilometre of pipe would be required, totalling around \$30M. He also clarified that the additional funds mentioned in the report were separate from the Infrastructure Acceleration Fund funding for the CBD stormwater renewals works. He confirmed that the renewals work was connected to the bulk water network and did not include any funding for the physical work on the outfall.

Mayor Barry foreshadowed his intention to move the recommended OPEX costs associated with operating and maintaining water meters.

In response to a question from a member, the Group Chief Financial Officer explained that the funding requirements were ongoing. She further clarified that there was a proposal to increase rates yearly until \$2M to cover OPEX increases. She highlighted that after reaching \$2M, there would be no further increases.

### RECOMMENDED: (Mayor Barry/Cr Edwards) Minute No. LTPAP 24103

"That the Subcommittee recommends that Council:

- (1) notes the further advice from Wellington Water Limited (WWL) on three waters investment for the 2024-2034 Draft Long Term Plan (draft LTP);
- (2) notes that operational costs associated with operating and maintaining water meters are not currently included in the preferred investment option for the draft LTP;
- (3) agrees to include in the preferred investment option for the draft LTP the recommended OPEX costs associated with operating and maintaining water meters as outlined in paragraph 6 of the report, noting that this will require an increase in rates revenue from year 2 onwards; and
- (4) notes that the preferred CAPEX investment option will not adequately fund the network renewal strategy to achieve the target of 30 kilometres of three water pipe infrastructure renewed per year to clear the backlog, with the drinking water network achieving around 50% of what is required and the local wastewater network around 10% for most years of the draft LTP."

### b) Investment Required to Eliminate Water Leak Backlog

The Strategic Advisor elaborated on the report.

In response to a question from a member, the Strategic Advisor addressed concerns about pipe leaks, mentioning that asbestos-lined pipes were the issue. He said that to tackle the problem, Wellington Water Limited was changing the methodology for leak repairs to an area-based approach. He said this approach aimed at clearing an area of leaks instead of focusing on individual leaks. He also mentioned that specific teams were dealing with emergency leaks.

In response to a question from a member, the Group Chief Financial Officer advised the total amount of \$2.8M would be paid from debt funding between July and December 2024. She said rates collected over the following two years would repay the debt. She added that this would reduce the budget line for the item in year 3 of the LTP.

Mayor Barry foreshadowed his intention to recognise an additional step required to mitigate an acute water shortage next year and aim to get on top of water infrastructure requirements. He said the additional recommendations would enable Council and WWL to return to business as usual. He acknowledged that communications with the public were important.

Cr Mitchell spoke in support of the recommendations. He said it gave a clear message to the public that Council was focussing on water infrastructure. He requested that communications with the public be made clear that leaks would still occur. He asked that the recommendations be shared with other councils in the region.

Cr Brown spoke in support of the recommendations. She believed the recommendations would result in the leak issue being brought to a controllable level.

Cr Shaw spoke in support of the recommendations. She supported using local plumbing firms to carry out some of the work.

### RECOMMENDED: (Mayor Barry/Cr Stallinger) Minute No. LTPAP 24104

"That the Subcommittee recommends that Council:

- (1) receives and notes the information contained in the memorandum;
- (2) agrees to an investment of \$2.8m to clear the current backlog of leaks in Lower Hutt by the end of 2024. This would be to a level at which Wellington Water Limited is able to respond within the 20-day target for lower-level leaks as set out in their Key Performance Indicators;
- (3) agrees to include in the Draft Long Term Plan an additional \$2.8M in OPEX 24/25. This would be funded through an additional 1% in rates for the 24/25 financial year, and a 0.9% increase in the 25/26 financial year, noting there

- would be an offsetting reduction of funding in 26/27;
- (4) asks that, in addition to its current resourcing and structure, Wellington Water Limited explores using plumbing professionals from within the region to meet this target; and
- (5) notes that this budget and approach are designed to mitigate the risk of an acute shortage next summer and, more generally, in the short term. This is in addition to the medium and long term solutions proposed in Council's draft Long Term Plan of a continued uplift in renewals of pipe and the installation of water meters."
- b) Draft Long Term Plan 2024-2034 Further information on the rating impact for Three Waters capital investment

RECOMMENDED: (Mayor Barry/Cr Mitchell) Minute No. LTPAP 24105

"That the Subcommittee receives and notes the updated information on the rates impact of the capex options proposed to be consulted on in the draft Long Term Plan process."

The meeting adjourned at 10.30am and resumed at 10.42am.

c) Approval of draft Development and financial contributions policy 2024 for consultation

The Manager Financial Strategy and Planning elaborated on the report.

### RECOMMENDED: (Mayor Barry/Cr Brown) Minute No. LTPAP 24106

- "That the Subcommittee recommends Council:
- (1) notes the extract of the consultation document and survey question related to development contributions to be included in the consultation document, attached as Appendix 1 to the report;
- (2) approves the 2024 Development and Financial Contributions Policy community engagement material, attached as Appendix 2 to the report;
- (3) approves the updated development contribution charges to be included in the draft 2024 Development and Financial Contribution Policy for consultation as per table 1 contained within the report; and
- (4) approves the updated draft 2024 Development and Financial Contributions policy attached as Appendix 3 to the report, which includes the updated charges and a range of other minor editorial changes."

For the reasons outlined in the report

### d) Rates Remission and Rates Postponement Policies

The Manager Finance Transaction Services elaborated on the report. She advised that the Rates Postponement Policy (the policy) meant to be included in the report's appendices, attached as pages 27-34 to the minutes, had been accidentally left out. She also clarified that there were no proposed changes to the policy since Council last approved it.

The motion was taken in part. Parts (1)-(3) were CARRIED on the voices.

RECOMMENDED: (Mayor Barry/Cr Briggs) Minute No. LTPAP 24107

"That the Subcommittee recommends Council:

- (1) notes the decisions of Council on 30 June 2023 and 30 August 2023 and that this report has been prepared in response to those decisions; and
- (2) approves the draft Rates Remission Policy attached as Appendix 2 to the report, for consultation as part of the Draft Long Term Plan 2024-2034; and
- (3) approves the draft Rates Postponement Policy attached as Appendix 3 to the report, for consultation as part of the Draft Long Term Plan 2024-2034."

Cr Stallinger requested that his dissenting vote be recorded against part (2) above.

### e) Three Waters Capital Works Programme Review 2023/24

Gary Cullen, Head of Major Projects from Wellington Water Limited (WWL) was in attendance for the item.

The Strategic Advisor elaborated on the report.

In response to questions from members, the Strategic Advisor advised there that the ongoing pressure management work would not have any impact on the fire-fighting water pressures as the minimum standard would still be met. He confirmed that residents would not notice the reduction in water pressure. He explained that the areas selected to start the pressure management work were chosen based on potential return on investment. He added that the draft Long Term Plan included additional funding for similar work in other city areas in future years.

In response to a question from a member, the Head of Major Projects WWL proposed to maintain reduced water pressure as best practice.

In response to further questions from members regarding the contribution to the Totara Park Wastewater upgrade, the Strategic Advisor advised Council's contribution was due to the inherited requirements of the historic Hutt Valley Drainage Board Act. He confirmed that WWL could complete the proposed work programme.

### RECOMMENDED: (Mayor Barry/Cr Morgan) Minute No. LTPAP 24108

"That the Subcommittee recommends Council:

- (1) notes the advice from Wellington Water Limited on the review of the 2023/24 capital works programme for three waters;
- (2) endorses the main variations to the programme and budget as outlined in this report; (paragraphs 5 and 10);
- (3) approves a total budget increase of \$8.5M in 2023-24 for capital projects being new projects and cost increases on the Barber Grove to Seaview Wastewater Plant Collecting Sewer;
- (4) notes the Chief Executive has approved under delegated authority the bringing forward of programmed works valued at \$5.7M in 2023-24 for Howard Road and to advance galvanised iron watermain renewals and the renewal of a section of the Hair Street watermain; and
- (5) notes that these changes will have an impact on the Long Term Plan budgets which will be reported back to this committee in May 2024."

For the reason that it will help reduce the backlog of three waters renewal work and assist in reducing water loss.

### 6. QUESTIONS

There were no questions.

### 7. EXCLUSION OF THE PUBLIC

RESOLVED: (Mayor Barry/Deputy Mayor Lewis)

Minute No. LTPAP 24109

"That the public be excluded from the following parts of the proceedings of this meeting, namely:

8. Te Wai Takamori o Te Awa Kairangi - Programme Update

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A

General subject of the matter to be considered.

Te Wai Takamori o Te Awa Kairangi -Programme Update. (B

Reason for passing this resolution in relation to each matter.

The withholding of the

information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities (\$7(2)(h)).

The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and

*industrial negotiations)* (*s7*(2)(*i*)).

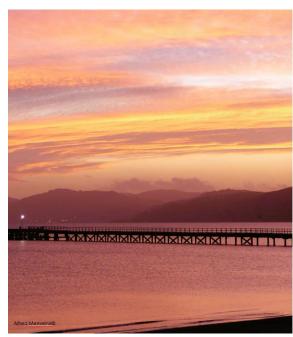
(C)

Ground under section 48(1) for the passing of this resolution.
That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exist.

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

There being no further business the Chair declared the public part of the meeting closed at 10.56 am. The public excluded part of the meeting closed at 11.15am

C Barry MAYOR



Presentation to the Hutt City Council Long Term Plan/Annual Plan Subcommittee | Komiti Iti <u>Mahere</u> ā-<u>Ngahurutanga</u> / <u>Mahere</u> ā-Tau

9am, Tuesday 20 February 2024

### Save Petone Wharf Group:

Pam Hanna, former Chair, Petone Community Board Sylvia Allan, former President, NZ Planning Institute; Director, Allan Planning & Research Ltd

Dr Roger Blakeley, PhD in Earthquake Engineering; former GWRC Councillor

Alex Voutratzis, former Petone Community Board Member; Climate Change & Environment Advocate

### Introduction

- Acknowledge the previous work the Council has done to look at refurbishment options of Petone Wharf.
- Agree that these options, which have been signalled at costing \$26.6 million, are not prudent in the current economic climate and with competing priorities like 3 Waters infrastructure investment.
- Council should not look at demolishing Petone Wharf at a cost of \$6 million.
- Instead, Council should consider a different, cost-effective way to get the Wharf open again.
- PileMedic technology can provide a costeffective way of restoring the Wharf for \$5-6 million with an expected service life of over 50 years.



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### **Strong Community and Heritage Values**

- Very strong support to retain Wharf and re-open it for the public (approx. 3500 petition signatures already).
- It is iconic. People appreciate its:
  - o Passive recreational opportunities
  - Social and industrial history
  - Setting and relationship with the harbour, the beach and Matiu Island.
- Heritage listed in District & Regional Plans.
- Council's heritage assessment reveals many "exceptional" and "considerable" heritage values. Heritage NZ (HNZPT) supports retention.
- Consents (publicly notified, fully discretionary) needed to demolish. Minor consents (if any) to retain.
- Council has ongoing responsibilities for heritage under the RMA, BA and its own heritage policy -Taonga Tuku Iho (2021).



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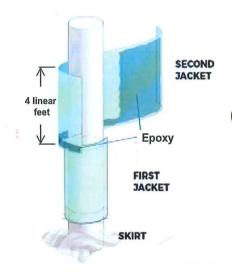
### PileMedic Proposal

- PileMedic was launched in NZ by Rockbond last year. Rockbond are a local supplier of marine structures and remediation systems.
- Port Otago is using PileMedic at Port Chalmers.
   The United States military uses Pile Medic to repair its marine infrastructure across the globe.
- For an estimated \$5-6 million, the entire Wharf could be opened and would be safe for pedestrian use.
- Fixed piles are then long-term maintenance free with a service life of at least 50 years.
- After upfront work, prioritise lower risk piles for maintenance in stages through a long-term investment commitment by Council.



### **PileMedic Approach to Repairing Damaged Piles**



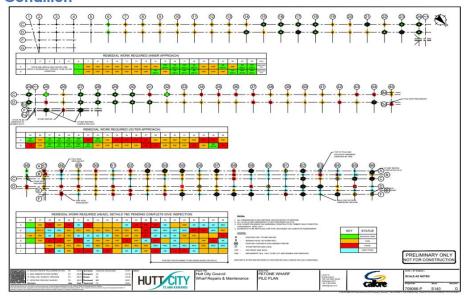


### **Wharf Condition**

- The Wharf is in relatively good condition for its age, despite a consistent lack of maintenance.
- Using the diagram from page 119 of the 2022 Petone Wharf Conservation Plan and our discussions with Rockbond, the table below shows the number of piles that need maintenance and their location, as well as a proposed maintenance pathway.
- Rockbond are confident that they can guarantee the restoration of up to 96 piles (12 on the approach to the head and up to the 84 at the head) for between \$5-6 million.

Rows of Piles	Pile Maintenance Requirements	Notes
1-24 (approach to the head)	Identified as being satisfactory to fair. Low priority for maintenance.	These are land side piles. Maintenance requirements for these piles, if necessary, captured in proposed long-term maintenance budget.
25-45 (approach to the head)	Mix of satisfactory, fair, and poor. 12 piles identified as poor and needing work. The remaining piles are a lower priority for maintenance.	The proposed upfront maintenance would capture restoring these 12 piles identified as in poor condition. Maintenance requirements for lower priority piles captured in proposed long-term maintenance budget.
45-65 (head of the wharf)	There are 122 piles at the head of the wharf. 84 of these piles need maintenance, to varying degrees, and 38 piles have been identified as surplus to the structure's integrity.	The proposed upfront maintenance would restore a minimum of 60 and possibly all the 84 piles. Rockbond recommends removing these 38 surplus piles to stop the risk of them coming adrift and damaging other piles.

### **Wharf Condition**



### **Funding the Repair**

- Utilising the \$6 million to fund the refurbishment of the Wharf instead of its demolition.
- Council can deliver a targeted approach to further maintenance of the Wharf utilising an affordable budget over the 10 years of the 2024-2034 Long-Term Plan.
   This would be like what the Council did as part
- This would be like what the Council did as part of the 2021-2031 Long-Term Plan e.g. \$300,000 per annum.



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### Conclusion

- The PileMedic technology encases each pile with a hard, strong, seamless, weatherproof laminate cylindrical jacket, with a service life of over 50 years.
- The targeted cost-effective approach utilising PileMedic enables the Wharf to be open for public use at a cost lower than demolition.
- Utilise the \$6 million for restoration instead of demolishing the Wharf.
- Include an affordable and targeted long-term maintenance budget as part of the 2024-2034 Long-Term Plan.
- Signals to the public a commitment by the Council to maintain the Wharf as a popular and beloved community amenity.



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### Presentation to the Hutt City Council Long Term Plan/Annual Plan Subcommittee | Komiti Iti Mahere ā-Ngahurutanga / Mahere ā-Tau

9am, Tuesday 20 February 2024

### Proposal to Save the Petone Wharf

#### Introduction

- Sylvia, Roger, Alex, and I have been working together, and with others, as Save Petone Wharf group. We have been exploring a different, cost-effective approach to getting the wharf open again.
- We acknowledge the earlier work the Council has done to look at refurbishment options for the Wharf and agree that these options, with costings of \$26.6 million, are not prudent in the current economic climate and with competing priorities like Three Waters infrastructure investment.
- We note the proposal by the Council to demolish the Wharf at an estimated cost of \$6 million, or more.
- Instead, Council should consider a different, cost- effective way to get the Wharf open again for the community to use and enjoy.
- Today, we want to present to you how important the Wharf is to the community
  and an alternative to demolishing it, called PileMedic. This is a patented
  technology by QuakeWrap, a United States of America based company. A Petone
  based company, Rockbond, hold the rights to use PileMedic in New Zealand.
- This PileMedic approach is quite different to what the Council has previously used at Days Bay Wharf, and what the Petone Wharf Future Options paper released in 2022 proposed.
- 7. Because of these differences, we have a business who are confident that they will bring the wharf up to a restored state that is 100% safe for public use for an estimated cost of between \$5-6 million and guarantee a cost of no more than \$6 million. A figure that would be cheaper than demolition.



C Alfred Memelink

### Community and Heritage Values

- Petone Wharf has significant value for our local and regional communities as well as having important heritage values.
- It is the second longest remaining timber wharf in the country, after Bluff. It is strongly associated with the industrial and commercial development of the Hutt Valley. It is one of the few places left in the Wellington region for people to walk far out over the water. It is a regional destination.
- There is an extraordinarily strong groundswell of support to retain the wharf and reopen it for public use (approx. 3500 petition signatures already).
- 11. People appreciate its:
  - a. How the Wharf provides for informal social activities and interactions, and the active and passive recreational opportunities, which are taken up by a wide range of people. Such spaces provide health and wellbeing benefits for the whole community.
  - b. Social and industrial history locally and regionally
  - The Wharf's setting and relationship with the harbour, the beach, and Matiu Island
- 12. Below is a brief selection of typical comments from the petition:

"This wharf is a huge part of the greater Wellington region's history. Not everything has to be demolished these days, it's iconic and a huge asset to Petone and Lower Hutt residents. Unthinkable that it would be demolished".

"It's historic and offers people lots of different activities. Stop pulling down beautiful structures".

"Just let the Wharf be. No need to demolish. Do some basic remedial work and let us enjoy it as it is":

"Petone wharf is an important part of Petone's early settler history. It is iconic, enjoyed by generations of people who would love for their future generations to enjoy it and know what we were talking about when we told them our childhood stories".

- Petone Wharf is heritage listed for protection in both the Lower Hutt District Plan and the Regional Environment Plan.
- 14. The Council's own heritage assessment reveals many "exceptional" and "considerable" heritage values. Heritage NZ supports retention of the Wharf.
- 15. The Council has ongoing responsibilities for heritage under the RMA, the Building Act, and its own heritage policy – Taonga Tuku Iho (2021), which has these goals:
  - a. Goal 1 Recognition and Identification (the wharf is listed already)
  - b. Goal 2 Retention, protection, enhancement, and conservation
  - c. Goal 3 Celebration and promotion
- 16. In terms of Taonga Tuku Iho, the Wharf is a particularly important part of our combined "story." The public perceive the Council as not caring about heritage and the community views by its promotion of demolition of this widely loved asset.

17. Major consents (publicly notified, fully discretionary) are needed for demolishing. These would include all aspects of a demolition proposal. Minor consents (if any) may be needed to retain the Wharf.

### PileMedic Technology Overview

18. The PileMedic technology can fix wharf structures even with very deteriorated piles, like in the presentation and below. The good news is that with this technology it will be easier to restore Petone Wharf to its original strength than it was for the structure on this slide and below.



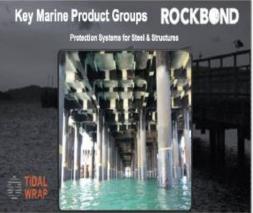
- 19. Importantly, the cost of repair of each pile using the PileMedic technology is virtually the same regardless of the state of deterioration of the piles. The only cost variable per pile is the amount of grout required to fill the gap between the super laminate wrapping and the existing pile.
- 20. As shown, divers make a 'seamless' super laminate jacket around the existing pile as follows:
  - Divers place spacers and reinforcing bars vertically on the pile. They then
    wrap a roll of high strength super laminate around the pile, leaving a 50mm
    annulus around the pile.
  - b. After this, the divers, using a grout pump to fill in the 50mm gap between the super laminate and the existing pile with grout or resin. This ensures the grout or resin fills all the voids and crevices in the deteriorated pile.

c. Once the grout completely fills the space, the divers seal the top and bottom of the super laminate jacket with an impermeable epoxy resin.









- 21. PileMedic is a major advancement in conventional Fibre Reinforced Polymers (FRP) laminate technology that has served the construction industry for the last 30 years in repairing and retrofitting wharves and other marine infrastructure. The key difference is that PileMedic is more agile to use and comes in at a lower cost due to technological innovation. This is because these older versions of FRP wrapping do not have the shear strength, vertical load capability and longevity that the PileMedic system has.
- 22. As the photo below shows, earlier maintenance on the Petone Wharf used traditional FRP laminate methods. This older technology is performing better than the unmaintained piles on the right.

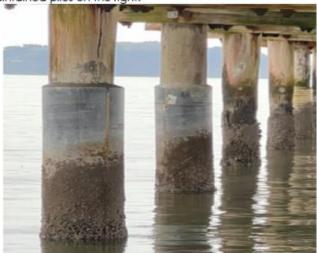


Photo taken from the report "Petone Wharf Future Options," by Calibre Consulting Ltd, Prepared for Hutt City Council

23. Using PileMedic means that there isn't the cost of using barges, cranes, and other heavy machinery. There is no need to cut out and replace damaged timber. Furthermore, labour and building supply costs are significantly cheaper than

- traditional refurbishment methods used at Days Bay and other wharves around the Wellington region.
- 24. Once a pile is strengthened using PileMedic then it doesn't need maintenance on it, because the original wood structure is protected by the super laminate jacket. Because of the FRP laminate and non-corroding Glass Fibre Reinforced Polymers (GFRP) rebars the restored piles have an expected service life of over 50 years.

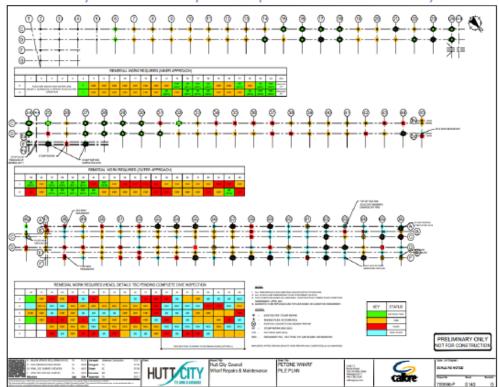
#### **Condition of Piles**

- Overall, the Wharf is in reasonably good condition considering its age and the lack of consistent investment into maintenance.
- 26. There are 66 rows of piles along the Wharf and in total, 200 individual piles. Along the approach to the head of the Wharf there are 78 piles (excluding piles above the high-water line and those removed in earlier maintenance). The head of the Wharf has 122 piles, of which 38 are surplus to requirements for the structural integrity of the Wharf.

27. Using the diagram from page 119 of the 2022 Petone Wharf Conservation Plan and our discussions with Rockbond, the table below shows the number of piles that need maintenance and their location.

need maintenance and their location.				
Rows of Piles	Pile Maintenance Requirements	Notes		
1-24 (approach to the head)	Identified as being satisfactory to fair. Low priority for maintenance.	These are land side piles.  Maintenance requirements for these piles, if necessary, captured in proposed long-term maintenance budget.		
25-45 (approach to the head)	Mix of satisfactory, fair, and poor. 12 piles identified as poor and needing work. The remaining piles are a lower priority for maintenance.	The proposed upfront maintenance would capture restoring these 12 piles identified as in poor condition.  Maintenance requirements for lower priority piles captured in proposed long-term maintenance budget.		
45-65 (head of the wharf)	There are 122 piles at the head of the wharf. 84 of these piles need maintenance to varying degrees. 38 piles have been identified as redundant to the structure's integrity.	The proposed upfront maintenance would restore at a minimum 60 and possibly all the 84 piles. Rockbond recommends removing these 38 redundant piles to stop the risk of them coming adrift and damaging other piles.		

- 28. The location of these piles on the wharf head enables a concentrated maintenance focus, potentially using the PileMedic technology outlined above. The maintenance would then allow the Wharf to be open for people.
- 29. Rockbond are confident that they can guarantee the restoration of up to 96 piles (12 on the approach to the head and up to 84 at the head) for between \$5-6



million. Further dive work to fully ascertain the condition of the piles at the head is necessary to determine the quantum of piles that could be immediately restored.

Report on Condition of Piles under Petone Wharf- from page 119 of the 2022 Petone Wharf Conservation Plan

### Proposed Budget Approach

- 30. Because the rest of the piles are in reasonably good condition, we believe this allows the Council to consider an affordable long-term budget for maintenance. This budget would prioritise a targeted approach to maintenance after the upfront investment we are proposing.
- 31. The Council allocated \$3 million over 10 years in the 2021-2031 Long-Term Plan for the maintenance of the Wharf. We would like to see a similar maintenance budget of \$300,000 per annum put into the 2024-2034 Long-Term Plan. This would enable more piles to be strengthened, including those identified as being in a fair and satisfactory status.
- Rockbond are confident they can restore the Wharf for our local and regional communities to enjoy once again at a cost of between \$5-6 million.
- 33. We believe that you should take this opportunity and invest in retaining this important place, rather than seeking to demolish it.

## Rates Postponement Policy

Draft policy for consultation as part of DLTP2024-2034

Division Finance

Date created 1 April 2020

Publication date April 2020

Review period Every 6 years (or earlier if necessary)

Owner Group Chief Financial Officer

Approved by Council

Version	Author	Date	Description
V 1.0	Group Chief Financial Officer	Aprill 2020	Approved by Council
V 2.0	Financial Transaction Services Manager	July 2024	Draft

## Rates Postponement Policy

### **Policy objective**

The objective of this policy is to give residential and small business ratepayers a choice between paying rates now or later subject to the full cost of rates postponement being met by the ratepayer and Council being satisfied that the risk of loss in any case is minimal.

### Policy conditions and criteria

### 1.1 General approach

If the ratepayer is eligible for the government rate rebate, an application for this rebate should be completed before any rates are postponed for that year.

Council will add all administrative and financial costs to the postponed rates.

This will ensure neutrality between ratepayers who use the postponement option and those who pay as rates are levied.

### 1.2 Definitions

An event – An event declared by Council resolution where the Council will define the type and/or the location of the properties affected. An event could be a natural or an economic event.

Small business – Is any type of enterprise or firm with fewer than 20 employees.

Financial hardship – This is when ratepayer income reduces to a level where paying rates would result in significant financial hardship. Whilst each applicant will be considered on a case by case basis, the following criteria will apply:

For business (non-residential) ratepayers, evidence of:

- a 30% reduction in revenue; or
- qualification for a Government emergency financial support package (for example the wage subsidy scheme); or
- qualification for a mortgage "holiday" from the bank.

For residential ratepayers, evidence of:

- loss of employment; or
- a significant reduction in income; or
- qualification for a mortgage "holiday" from the bank.

### 1.3 Eligibility

Only rating units defined as residential and used for personal residential purposes by the applicant ratepayer(s) as their sole or principal residence will

be eligible for consideration of rates postponement under the following conditions and criteria:

- Any ratepayer aged 65 years or over is eligible for postponement provided that the rating unit is used by the ratepayer as their sole or principal residence. This includes in the case of a family Trust owned property, use by a named individual or couple; or
- Any ratepayer experiencing financial hardship due to personal circumstances such as age, physical or mental disability, injury, illness and family circumstance is eligible for postponement. Ratepayers applying under these criteria must demonstrate to Council's satisfaction that paying the rates would result in financial hardship.

Only rating units defined as residential or used by a small business will be eligible for consideration of rates postponement under the following conditions and criteria:

- The financial hardship is the direct result of an event which affects the ratepayers ability to pay rates; and
- The rateable value of the property is not greater than \$1.5 million; and
- The ratepayer demonstrates to Council's satisfaction that paying the rates would result in financial hardship; and
- The person entered as the ratepayer (in the case of a closed company every director must sign the application form), or their authorised agent, makes the application; and
- The applicant must demonstrate to Council's satisfaction that the ratepayer has taken all steps necessary to claim any central government benefits or allowances the ratepayer is properly entitled to receive to assist with the payment of rates.

If the property in respect of which postponement is sought is subject to a mortgage, then the applicant ratepayer(s) will be required to obtain the mortgagee's consent before Council will agree to postpone rates.

When a property is owned by a family Trust, Council must be satisfied that all trustees have agreed to be part of the postponement scheme. Council will require a consent form from the trustees confirming that the family Trust has agreed to apply for postponement of rates.

Council must be satisfied, based on reasonable assumptions, that the risk of any shortfall when postponed rates, (including accumulated administration and finance costs), are ultimately paid is negligible. To best safeguard Council, the total amount of rates postponed (including accumulated administration and finance costs), when added to other amounts secured by a mortgage, may not exceed 70% of the applicant ratepayer(s) equity in the property. Equity in the property is calculated as the difference between Council's rateable value of the property (the capital value at the most recent Triennial valuation) and all other amounts secured by a property mortgage.

For prudential reasons, Council will need to register a statutory land charge against the property to protect its right to recover postponed rates.

At present, the law does not allow Councils to register such a statutory land charge against Māori freehold land. Accordingly, Māori freehold land is not eligible for rates postponement under this policy (unless and until the law is changed so that the Council can register a statutory land charge).

### 1.4 Insurance

The property must be insured for its full replacement value and evidence of this must be provided to Council annually.

If insurance cannot be arranged because the property is uninsurable, only the land value can be used when calculating maximum postponement allowable under this policy.

### 1.5 Rates able to be postponed

Hutt City Council rates are eligible for postponement except for:

- Lump sum options which are rates paid in advance.
- Central government rates rebates received by the applicant ratepayer(s).

### 1.6 Conditions

Any postponed rates (under this policy) will be postponed until:

- a) The rating unit is sold or transferred (other than just a change of trustees).
- b) Until a date specified by Council, as agreed in writing and in advance between Council and the applicant ratepayer(s).

### In the case of rates postponement due to an event:

c) Until one year after the Council resolves the effects of the event are no longer felt in the community. At that date, the ratepayer must make arrangements to repay outstanding rates. The Council will allow up to a maximum of 18 months to repay the outstanding rates.

In the case of rates postponement due to a ratepayer being over the age of 65:

- d) Until the ratepayer(s) or nominated individual or couple cease to be the occupier(s) of the rating unit; or
- e) The death of the ratepayer(s) or the survivor of them, or nominated individual or couple where a family Trust is the owner. In this case, Council will allow up to 18 months for payment so that there is sufficient time available to settle the estate or, in the case of a family Trust owned property, make arrangements for repayment; or
- f) If the ratepayer(s) or nominated individual or couple continue to own the rating unit, but are placed in long term residential care, Council will consider them to still be occupying the residence for a limited period of time for the purpose of determining when postponement ceases and rates are to be paid in full. In this case, Council will allow up to 18 months for payment so that there is ample time for the property to be sold, and
- g) Until a date specified by Council, as agreed in writing and in advance between Council and either the applicant ratepayer(s) or the named individual or couple in the case of a family Trust.

### For all rates postponements:

The administration cost will include a once-off establishment fee of \$250 plus GST on postponed rates and Council will charge an annual management fee of \$100 plus GST on postponed rates for the period between the rates payment due date and the date they are paid. These fees are designed to cover Council's administrative costs to establish the rates postponement account, register the statutory land charge (one-off) and confirm adequate annual insurance cover is in place and provide rates postponement account statements to eligible ratepayer(s) every two (2) months.

The financial cost will be the interest that Council will incur, being Council's average cost of borrowings as at 30 June of the preceding financial year, calculated daily, for funding rates postponed, plus a margin of 1% to cover staff costs related to calculating and applying such interest charges to respective postponed rates accounts.

Interest will be applied to rates postponement accounts every six (6) months and will be included in the total rates postponement balance, as shown on ratepayers' statement of account every instalment one (1) and four (4) respectively.

Whilst not a condition, Council strongly recommends that applicant ratepayer(s) should first obtain independent legal and/or financial advice from a suitably qualified person(s), prior to applying for a rates postponement. At the request of the applicant ratepayer(s), all costs associated with this independent advice can be paid directly by Council and the total costs will be added to the applicant ratepayer(s) postponed rates account.

The postponed rates, (including accumulated administration and finance costs), or any part thereof, may be paid to Council at any time. The applicant ratepayer(s) may elect to postpone the payment of a lesser sum than that which they would be entitled to postpone pursuant to this policy.

Properties that are granted a rates postponement will be subject to a statutory land charge being registered on the rating unit title. This serves to ensure that property settlements do not occur without all postponed rates and charges being fully paid.

### 1.7 Review or suspension of policy

The policy is in place indefinitely and can be reviewed subject to the requirements of the Local Government Act 2002 at any time. Any resulting modifications will not change the entitlement of people already in the postponement scheme, to continued postponement of all future rates.

Council reserves the right not to postpone any further rates once the postponed rates (including accumulated administration and finance costs), combined with secured borrowings against the residential property, exceed 70% of Council's rateable value of the property as recorded in Council's rating information database. This will require the ratepayer(s) for that property to pay all future rates. All postponed rates before such time will only fall due for payment when any condition(s), as outlined in clause 2.5 (a) to (e) are satisfied.

The policy consciously acknowledges that future changes in policy could include withdrawal of this rates postponement scheme.

### 1.8 Procedures

Applications must be on the required application form which will be available from the Council's main office or online at www.huttcity.org.nz.

The policy will apply from the beginning of the rating year in which the application is made although Council may consider backdating the rates postponement to apply to the past rating year in which the application is made, depending on the individual circumstances.

The policy shall apply to ratepayers who meet the relevant criteria as approved by the Chief Financial Officer.

The administration of this policy may be sub-delegated to a Council Officer(s) as appropriate.

# HUTT CITY COUNCIL KOMITI KAUPAPA TAIAO CLIMATE CHANGE AND SUSTAINABILITY COMMITTEE

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on

### Tuesday 20 February 2024 commencing at 2:00 pm

**PRESENT:** Cr J Briggs (Chair) Mayor C Barry

Cr K Brown Cr S Edwards
Deputy Mayor T Lewis Cr A Mitchell
Cr C Parkin (Deputy Chair) Cr N Shaw

**APOLOGIES:** There were no apologies.

**IN ATTENDANCE:** A Geddes, Director Environment and Sustainability

G Roberts, Manager Waste Minimisation

A Saker, Senior Advisor Waste Minimisation (part meeting) M Randall, Senior Advisor Climate and Sustainability

T Johnstone, Head of Planning (part meeting)
D Donoghue, Ecology Advisor (part meeting)
N Geard, Policy Planning Manager (part meeting)

L Desrosiers, Head of Urban Development (part meeting)

V Gilmour, Democracy Advisor

### **PUBLIC BUSINESS**

### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru

Cease the winds from the west

Whakataka te hau ki te tonga

Kia mākinakina ki uta

Cease the winds from the south

Let the breeze blow over the land

Let the breeze blow over the ocean

E hī ake ana te atakura

Let the red-tipped dawn come with a sharpened air.

A touch of frost, a promise of a glorious day.

Tīhei mauri ora.

### 2. APOLOGIES

RESOLVED: (Cr Briggs/Cr Parkin)

Minute No. CCASC 24101

"That the apology for lateness received from Mayor Barry be accepted."

### 3. PUBLIC COMMENT

There was no public comment.

### 4. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

### 5. UPDATE ON SOLID WASTE AND WASTE MINIMISATION MATTERS

Report No. CCASC2024/1/14 by the Senior Advisor Waste Minimisation

The Manager Waste Minimisation elaborated on the report. He advised that the contamination number for January 2024 was 14.9%.

In response to questions from a member, the Manager Waste Minimisation advised that the Civil Share app was an online platform for businesses in the construction and demolition industry. He said it allowed businesses to share unwanted materials with others, which helped minimise waste in landfills. He further advised that funding was available to support Hutt City Council's Solid Waste Management and Minimisation Bylaw 2021 through the waste levy.

In response to a question from a member, the Senior Advisor Waste Minimisation advised that the average litter count was obtained from the litter and monitoring programme, Sustainable Coastlines. He explained that the programme had a national standard for calculating litter per area. He further advised that the litter may contain non-natural items, such as plastic granules and microplastics, although the latter was less likely.

In response to a question from a member, the Manager Waste Minimisation advised that there were no current plans for recycling other household items like batteries and bottle lids. He advised that businesses such as Mitre10, Bunnings and the Eastbourne Library provided recycling services for these items.

In response to questions from a member, the Manager Waste Minimisation advised that Council contractors were responsible for removing the waste that had been dumped on public land. The Senior Advisor Waste Minimisation advised that Council had a Resource and Environment Regulation business unit tasked with investigating illegal dumping and imposing infringement notices on individuals who were caught. The Manager of Waste Minimisation added that there was regular communication with Kāinga Ora regarding curbside collection and bins. However, the issue of dumping and cleanliness around their housing had not been specifically targeted.

In response to questions from a member, the Senior Advisor Waste Minimisation advised that contaminated recycling bins were removed up to three times for a minimum of six months. He emphasised that the resident was responsible for requesting the bins back.

The Manager Waste Minimisation stated that there were no current plans to support a cleanfill. He noted that some regional quarries had relaxed their requirements and accepted a wider range of materials.

RESOLVED: (Cr Briggs/Cr Mitchell)

Minute No. CCASC 24102

"That the Committee receives and notes the update on various solid waste management and minimisation matters."

### 6. <u>UPDATE ON COUNCIL'S CLIMATE CHANGE WORK</u>

Report No. CCASC2024/1/15 by the Head of Climate and Solid Waste

The Senior Advisor Climate and Sustainability elaborated on the report.

RESOLVED: (Cr Briggs/Deputy Mayor Lewis) Mi

Minute No. CCASC 24103

"That the Committee:

- (1) notes the update on climate change work streams currently underway; and
- (2) notes that some work streams are new or are not explicitly covered in Council's Carbon Reduction and Resilience Plan 2021-31 or the Lower Hutt Climate Action Pathway."

## 7. <u>CLIMATE CHANGE AND SUSTAINABILITY COMMITTEE FORWARD PROGRAMME 2024</u>

Report No. CCASC2024/1/16 by the Democracy Advisor

RESOLVED: (Cr Briggs/Cr Parkin)

Minute No. CCASC 24104

"That the Committee receives and notes the Forward Programme for 2024 attached as Appendix 1 to the report."

### 8. INFORMATION ITEM

### Update on Hutt City Council approach to sponge cities

Memorandum dated 7 February 2024 by the Head of Planning

The Head of Planning elaborated on the memorandum.

In response to questions from a member, the Ecology Advisor advised that the irrigation at Fraser Park had continued because replacing the grass would be very expensive if it died. He explained that the astroturf had reservoirs underneath, which collected rainwater and used it to feed the sprinkler systems. He further advised the water used on the artificial turfs was also recycled for further use.

In response to further questions from a member, the Ecology Advisor advised that the benefit of riparian planting helped stop debris and clogging caused by floods. He confirmed that planting density could be adjusted to support water flow in different areas. He highlighted that the responsibility for this lay with Council's Parks and Reserves business unit and Wellington Water Limited.

RESOLVED: (Cr Briggs/Deputy Mayor Lewis) Minute No. CCASC 24105

"That the memorandum be received and noted."

### 9. QUESTIONS

There were no questions.

### 10. EXCLUSION OF THE PUBLIC

RESOLVED: (Cr Briggs/Cr Parkin) Minute No. CCASC 24106

"That the public be excluded from the following parts of the proceedings of this meeting, namely:

### 11. Panel members for the Low Carbon Acceleration Fund

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

(A)	(B)	(C)
General subject of the matter to be considered.	Reason for passing this resolution in relation to each matter.	Ground under section 48(1) for the passing of this resolution.
Panel members for the Low Carbon Acceleration Fund.	The withholding of the information is necessary to protect the privacy of natural	That the public conduct of the relevant part of the proceedings of the meeting would be likely

persons. (s7(2)(a)).

to result in the disclosure of information for which good reason for withholding exist.

This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as specified in Column (B) above."

The Chair declared the public part of the meeting closed at 2.38pm and the non-public part of the meeting closed at 2.44pm

J Briggs **CHAIR** 

CONFIRMED as a true and correct record Dated this 27th day of March 2024

#### **HUTT CITY COUNCIL**

#### KOMITI AROTAKE MAHERE Ā-ROHE **DISTRICT PLAN REVIEW COMMITTEE**

Minutes of a meeting held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on

Thursday 29 February 2024 commencing at 2:02 pm

PRESENT:

Cr B Dyer (Chair) Cr J Briggs

Cr S Edwards (Deputy Chair) Deputy Mayor T Lewis

Cr A Mitchell Cr K Morgan

Cr N Shaw

Mayor C Barry and R Te One APOLOGIES:

IN ATTENDANCE: A Geddes, Director Environment and Sustainability

J Kingsbury, Director Economy and Development

T Johnston, Head of Planning

L Desrosiers, Head of Urban Development

N Geard, Policy Planning Manager S Davis, Intermediate Policy Planner

H Bell, Elected Member Support Coordinator (part meeting)

K Glanville, Senior Democracy Advisor

H Clegg, Minute Taker

#### **PUBLIC BUSINESS**

#### 1. OPENING FORMALITIES - KARAKIA TŪTURU: TĒNEI AU

Tēnei au

Tēnei au te hōkai nei o taku tapuwae Ko te hōkai nuku ko te hōkai rangi Ko te hōkai a tō tupuna a Tāne-nui-a- rangi

Ka pikitia ai ki ngā rangi tūhāhā ki te

Tihi-o-Manono

Ka rokohina atu rā ko Io-Matua-Kore anake Ka tīkina mai ngā kete o te wānanga Ko

te kete-tuauri

Ko te kete-tuatea Ko te

kete-aronui

Ka tiritiria ka poupoua

Ka puta mai iho ko te ira tāngata Ki te

wheiao ki te ao mārama

Tihei-mauri ora!

This is the journey of sacred footsteps

Journeyed about the earth journeyed about the

The journey of the ancestral god Tānenuiarangi Who ascended into the heavens to Te Tihi-o-

Manono

Where he found Io, the parentless source

From there he retrieved the baskets of knowledge

Te kete-tuauri Te kete-tuatea Te kete-aronui

These were distributed and implanted about the

earth

From which came human life Growing from dim light to full light

There was life.

#### 2. APOLOGIES

#### RESOLVED: (Cr Dyer/Cr Briggs)

#### Minute No. DPRC 24101

"That the apology received from Mayor Barry and R Te One be accepted and leave of absence be granted."

#### 3. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

#### 4. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

#### 5. SUMMARY OF ENGAGEMENT ON THE DRAFT DISTRICT PLAN

Report No. DPRC2024/1/35 by the Policy Planning Manager

Speaking under public comment, Craig Innes expressed his opposition regarding:

- the proposed reduction of minimum lot sizes in the rural lifestyle zone from two hectares to one hectare;
- the use of the rezoning being applied to Moores Valley and Wainuiomata North;
- the highly productive overlay as he considered it out of date and not accurate;
- the application of Outstanding Natural Features and Natural Landscape Overlays;
- the increased demand on the electricity supply and roads, including spotlights, due to an increase in housing; and
- the impact of subdivision in the Rural Residential Zone on highly productive land.

In response to questions from members, Craig Innes advised these points were not included in the summary of submissions prepared by the officers. He said the spotlights hazard related to illegal poachers using hand-held spotlights when shooting deer. He said this occurred in the Coast Road area. He believed that developing more housing in that area would lead to increased traffic hazards.

Speaking under public comment, **Craig Innes**, **representing Wainuiomata Rural Community Association** (the Association), stated the Association strongly objected to how the summary depicted their submission. He highlighted that the Association's main objections were similar to his objections. He said that Council had agreed to investigate water quality issues in the rural areas in 2012, but no report was forthcoming.

He noted the Association was concerned about the Outstanding Natural Features and Natural Landscape Overlays, as many of the areas identified were scrublands. In contrast, other areas of native bush, such as Eastbourne, were not identified. He asked that these overlay areas be consistent throughout the city.

In response to questions from members, Craig Innes stated that the Association represented around 50 properties in the area, a minority of the rural population. He acknowledged that residents in north Wainuiomata and Moores Valley Road may not share the Association's opposition to the proposed reduction in minimum lot sizes. He added that the Association could provide evidence of how the submission was drafted and how information was gathered.

Speaking under public comment, **Ken Jackson** advised that the government was reviewing the abilities of local authorities to implement Significant Natural Areas on private properties. He said the Highly Productive Land requirements were also under review, and all Class 3 land would be removed from the list. He added this would mean that most of the land in Wainuiomata would no longer be classified as highly productive. He requested that Council liaise with the government regarding these matters. He expressed concern about the reach of the District Plan survey and its effectiveness. He said he had spoken with three other large Wainuiomata property landowners who shared his concern about the proposed overlay restrictions. He asked the reason behind the increase in rural rates when the rural areas did not have access to water services.

In response to questions from members, Ken Jackson acknowledged that he was aware of the individual letters that were sent to landowners regarding the proposed changes in the draft District Plan. He said the survey on the website was not easily accessible, and it was not well advertised. He stated that some possible future land uses may not be allowed, such as tourism-related activities and subdivisions that would enable family members to live on the same farm title.

Speaking under public comment, **David Innes** endorsed the comments made by Craig Innes. He said the area, where the minimum lot size of one hectare minimum could apply, covered an area of approximately 200 hectares. He believed that the demand for lifestyle blocks was low and that much of the proposed zone was situated on steep, Class 5 or 6 bush covered land unsuitable for such densities.

Speaking under public comment, **Julie Sylvester** raised questions and commented on particular matters:

- where historic heritage sites were located in Wainuiomata;
- whether the restrictions on landowners regarding the natural environment were implemented under the banner of Indigenous Biodiversity;
- whether incinerating toilets could be added to the list, along with composting toilets;
- noted that the Residential Zone did not allow for tiny homes or provision of water tanks within the Medium Density Zone;
- believed the Rural Lifestyle Zone would not allow for further subdivision but would encourage ribbon development along the roads;
- requested two extra storeys in height be added to the Commercial and Industrial Zones to allow for car parking in the basement and apartments on the top floor; and
- noted that with the New Zealand Transport Agency buying land between Grenada

and Petone, housing and traffic implications would arise for Lower Hutt.

In response to a question from a member, Julie Sylvester confirmed that she did not submit to the draft District Plan.

Speaking under public comment, **Jane Wootton** spoke in opposition to the proposed increase in density along Moores Valley Road. She said that this would result in more traffic problems in the area. She advised she could not easily access the draft District Plan survey and could not submit her feedback. She objected to the Wainuiomata Rural Community Association's submission being treated as one submission. She questioned why the rural ratepayers faced a rate increase when they did not use the three waters services or the rubbish removal service. She asked that Council make the rates notice more straightforward and include a pie chart to show where the rates monies were being used.

The Policy Planning Manager elaborated on the report. He advised that more submissions and feedback had been received compared to any other planning document that underwent public consultation. He said that the summary of submissions was not a replacement for the actual submissions received. He added that all submissions were carefully analysed.

In response to questions from members, the Policy Planning Manager advised that it was not intended to provide members with all the submissions. He confirmed this could be done after ensuring privacy issues were addressed. He confirmed that officers regularly contacted the Ministry for the Environment regarding government policy changes or updates. He assured members that the maps used in the proposed District Plan would contain the most up-to-date information. He said that the National Policy Statement on Highly Productive Land required councils to follow a strict methodology, which may not be the most accurate. He acknowledged that if any government policy changes were released after the draft District Plan advertising, a draft District Pkan variation may be required. He confirmed that it was common practice to classify a group submission as one submission and that all aspects of each submission had been analysed. He acknowledged the concerns raised by the public speakers.

In response to further questions from members, the Policy Planning Manager advised it was possible to notify all submitters to the DDP of any government policy changes. He said such notifications would need to be topic specific. He confirmed an information sheet explaining the differences and why changes had been proposed in the DDP could be prepared.

In response to further questions from members, the Policy Planning Manager advised there were two scheduled Committee meetings before the draft District Plan was presented. He said only key topics that required guidance from the Committee would be presented at those meetings. He added that the complete Section 32 report would accompany the draft District Plan when presented. He confirmed that Council's Policy Planning team had adequate resources to meet the draft District Plan presentation deadline, provided the government did not implement radical changes that required further research. He noted that the Indigenous Biodiversity chapter was currently being prepared, which could be risky if the government policy changed drastically from the current policy.

In response to further questions from members, the Policy Planning Manager confirmed that officers were in regular contact with many of the draft District Plan submitters, including those who spoke at the meeting.

The Chair thanked everyone who had contributed to the programme so far and assured that all issues raised would be thoroughly analysed. He noted the Committee was due to review the draft District Plan in the third quarter of the year, after a series of public meetings and workshops that had been proposed.

#### RESOLVED: (Cr Dyer/Cr Briggs)

Minute No. DPRC 24102

"That the Committee:

- (1) notes and receives the information in this report, including the Summary of Feedback on the Draft District Plan, attached as Appendix 1 to the report; and
- (2) notes that this report solely presents a summary of the engagement on the Draft District Plan and the feedback received during engagement, and does not provide advice or make recommendations in response to that feedback."

#### 6. SPATIAL PLAN WORK PROGRAMME

Report No. DPRC2024/1/36 by the Head of Urban Development

The Head of Urban Development elaborated on the report. She advised the engagement with Mana Whenua would begin shortly.

In response to questions from members, the Head of Urban Development advised that the Spatial Plan (the plan) was not a statutory document. She said it would replace the 2012-2032 Urban Growth Strategy. She added that the plan would be reviewed as and when necessary, especially if unexpected growth occurred. She noted the plan complemented Council's District Plan.

In response to further questions from members, the Head of Urban Development advised that several Council teams had previously reviewed the work done on this subject and that the input received from the community was also considered. She added that officers met with other agencies and Mana Whenua to inform the plan. She said the final draft plan would include information from various sources and would be considered by the Committee.

Cr Mitchell expressed interest in the outcome of conversations with Mana Whenua and Kāinga Ora.

The Chair pointed out ongoing discussions about the Infrastructure Acceleration Fund with council officers.

#### RESOLVED: (Cr Dyer/Cr Shaw)

#### Minute No. DPRC 24103

"That the Committee approves the timeline for the preparation of the Spatial Plan as follows:

- a. July November 2023: Understanding and documenting our current state ("spatial analysis");
- b. December February 2024: Reviewing our existing planning documents, identifying common themes and potential "key moves";
- c. February May 2024: Engaging with Mana Whenua;
- d. March May 2024: Engaging with crown agencies;
- e. May -June 2024: Preparing the Draft Spatial Plan document;
- f. July August 2024: Approval of the Draft Spatial Plan for community engagement;
- g. September October 2024: Community engagement alongside Proposed District Plan;
- h. October November 2024: Appraising feedback and amending draft document; and
- i. November December 2024: Final Spatial Plan for adoption."

#### 7. INFORMATION ITEM

#### District Plan Review Committee Forward Programme 2024

Memorandum dated 12 February 2024 by the Senior Democracy Advisor

After discussions with members, the Chair asked to add a new standing agenda item, 'Changes to Government Policy', to the forward programme.

RESOLVED: (Cr Dyer/Cr Mitchell)

Minute No. DPRC 24104

"That the Committee receives and notes the Forward Programme for the District Plan Review Committee for the remainder of 2024."

#### 8. QUESTIONS

There were no questions.

#### 9. <u>CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA</u>

Unuhia!

Unuhia i te uru-tapu-nui Kia wātea, kia māmā

Te ngākau, te tinana, te wairua i te ara

takatū

Koia rā e Rongo whakairihia ake ki

runga

Kia wātea, kia wātea! Ae rā, kua wātea! Hau, pai mārire. Release us from the supreme sacredness of our tasks

To be clear and free

in heart, body and soul in our continuing journey

Oh Rongo, raise these words up high so that we be cleansed and be free,

Yes indeed, we are free! Good and peaceful

There being no further business, the Chair declared the meeting closed at 3.10pm.

Cr B Dyer CHAIR

CONFIRMED as a true and correct record Dated this 27th day of March 2024

#### **HUTT CITY COUNCIL**

#### KOMITI RATONGA O TE AWA KAIRANGI HUTT VALLEY SERVICES COMMITTEE

Minutes of a meeting held in the Hutt City Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt on Friday 8 March 2024 commencing at 9:30 am

**PRESENT:** Cr T Stallinger, HCC (Chair)

Cr B Dyer, HCC Cr C Parkin, HCC Cr H Newell, UHCC Cr B Griffiths, UHCC (Deputy Chair)

Mayor W Guppy, UHCC Cr C Carson, UHCC

**APOLOGIES:** Cr N Shaw, HCC

**IN ATTENDANCE:** B Hodgins, Strategic Advisor, HCC (part meeting)

A Geddes, Director Environment and Sustainability

J Scherzer, Head of Climate and Solid Waste (part meeting)

B Latimer, Parks and Reserves Manager, UHCC

G Wild, Acting Director Asset Management and Operations,

UHCC

K Stannard, Head of Democratic Services

#### **PUBLIC BUSINESS**

#### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū Cease the winds from the west Cease the winds from the south Let the breeze blow over the land Let the breeze blow over the ocean

Let the red-tipped dawn come with a sharpened air. A touch of frost, a promise of a glorious day.

Tīhei mauri ora.

#### 2. APOLOGIES

RESOLVED: (Cr Stallinger/Cr Parkin)

Minute No. HVSC 24101

"That the apology received from Cr Shaw, Hutt City Council be accepted and leave of absence be granted."

#### 3. ELECTION OF CHAIR AND DEPUTY CHAIR

The Director Environment and Sustainability, Hutt City Council (HCC), acting under delegated authority from the Chief Executive, HCC, called for nominations for the position of Chair. Cr Griffiths nominated Cr Stallinger for the position and Cr Newell seconded the motion. The Director Environment and Sustainability, HCC, then asked if there were any other nominations, and as there were none, she put the motion to a vote.

#### RESOLVED: (Cr Griffiths/Cr Newell)

Minute No. HVSC 24102

"That Cr Stallinger be declared Chair of the Hutt Valley Services Committee until the end of 2024."

Cr Stallinger assumed the Chair.

The Chair called for nominations for the position of Deputy Chair. The Chair nominated Cr Griffiths and Cr Dyer seconded the motion. The Chair then asked if there were any other nominations and, as there were none, he put the motion to a vote.

#### RESOLVED: (Cr Stallinger/Cr Dyer)

Minute No. HVSC 24103

"That Cr Griffiths be declared Deputy Chair of the Hutt Valley Services Committee until the end of 2024."

#### 4. PUBLIC COMMENT

Comments are recorded under the item to which they relate.

#### 5. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

#### 6. MINUTES

RESOLVED: (Cr Stallinger/Cr Griffiths)

Minute No. HVSC 24104

"That the minutes of the meeting of the Hutt Valley Services Committee held on Friday, 24 November 2023, be confirmed as a true and correct record."

## 7. WASTEWATER JOINT VENTURE UPDATE - 1 NOVEMBER 2023 TO 31 JANUARY 2024

Report No. HVSC2024/1/57 by the Strategic Advisor, Hutt City Council

Speaking under public comment, **Danielle Wills** talked about the issue of the odour coming from the Seaview Wastewater Treatment Plant (the plant) and how it was affecting the community. She expressed her disappointment with Wellington Water Limited (WWL) for not addressing the issue and ignoring her complaints. She said the lack of response from WWL had made her feel forgotten and ignored.

In response to a question from a member, Danielle Wills elaborated on the number of times she had reported issues regarding the odour. She explained that she had already brought it up with WWL but had not been added to the mailing list.

Blair Johnson, Head of Waste Water Contract, Gary Cullen, Head of Major Projects and Tim Blackman, Senior Advisor Resource Management and Environment from (WWL) were in attendance for the item.

The Strategic Advisor, HCC elaborated on the report. He addressed the concerns of Seaview residents and workers regarding the odour issue in the area, noting that they were taken seriously. He said he would follow up with WWL about adding the public speaker to the mailing list.

The Head of Waste Water Contract, WWL, emphasised that HCC had directed WWL to start the work on the plant immediately instead of waiting until July 2024. He also provided information about the public meeting on 21 March 2024.

In response to questions from members, the Strategic Advisor, HCC, promised to follow up with WWL regarding the delay in responses and upcoming events and would report back to the next meeting.

In response to questions from members, the Head of the Waste Water Contract, WWL stated that he could not provide the costs associated with the infringement notices. He said he would follow up and ensure that the plant information was updated on WWL's website. He advised that the odour problem had been a long-term issue and WWL was working to improve its communication with the community. He highlighted they had a draft communications plan expected to be finalised shortly. He advised that WWL recognised from the last public meeting that there was a gap in their communications and the communication plan was created to address it. He noted that the communications plan would be implemented immediately and available to the community this month.

In response to questions from members, the Strategic Advisor, HCC, advised that the plant equipment had reached its end-of-life stage and that investment would be required in the next few years. He highlighted that members considered a report at its meeting outlining the plant's plan for the next 10 years.

In response to a question from a member, the Head of Major Projects, WWL, stated that the project plan would be fast tracked if necessary.

In response to a member's question, the Senior Advisor for Resource Management and

Environment provided the timeframe for the resource consent.

Mayor Guppy expressed concern regarding the role of Veolia in this matter.

Cr Carson proposed that officers report back on the plant's history and plans, communication relating to odour complaints and and capital investment plans.

#### RESOLVED: (Cr Carson/Cr Stallinger)

Minute No. HVSC 24105

"That the Committee:

- (1) receives and notes the information in the report; and
- (2) asks officers to report to the next meeting on:
  - (a) the history and plans relating to odour complaints at the Seaview Treatment Plant;
  - (b) an update on the communication relating to odour complaints and
  - (c) details of capital investment plans for the following 10 years."

#### 8. UPDATE ON SILVERSTREAM LANDFILL AND RESOURCE RECOVERY

Report No. HVSC2024/1/20 by the Manager Waste Minimisation, Hutt City Council

The Head of Climate and Solid Waste, HCC elaborated on the report.

In response to questions from members, the Head of Climate and Solid Waste, HCC, explained that the identification of lizards on the site had led to additional requirements in the process. However, he assured members that officers were still on track with the construction phase. He advised that officers were monitoring and managing the applications for special waste.

In response to questions from a member, the Head of Climate and Solid Waste at HCC clarified that they could stop accepting PFAS contaminated soil, but if they did, they would need to find an alternative solution for disposing of the soil. He explained that leaving it untreated could contaminate groundwater and that disposing it in the Silverstream landfill would be the safer option. He stated that officers were exploring emerging technologies to deal with PFAS contamination and collaborating with a private company to trial these new technologies potentially.

In response to a question from a member, the Director Environment and Sustainability, HCC stated that the officers were working with the residents of Manor Park. She pointed out that there was a misunderstanding regarding the resource consents. She mentioned that a public meeting was held to discuss the matter, and the residents were provided with communication updates.

RESOLVED: (Cr Stallinger/Cr Griffiths)

Minute No. HVSC 24106

"That the Committee receives and notes the report."

#### 9. AKATĀRAWA CEMETERY UPDATE

Report No. HVSC2024/1/21 by the Parks and Reserves Manager, Upper Hutt City Council

Under public comment members read a statement from **Daniel Chrisp** attached as pages 7-8 to the minutes.

The Parks and Reserves Manager, UHCC, introduced Gunther Wild, Acting Director Asset Management and Operations, UHCC.

The Acting Director Asset Management and Operations, UHCC, said he met with the Head of Parks and Reserves, HCC. He said they discussed the timeline for reviewing the Akatārawa Cemetery agreement and the need for more detailed work on the cemetery development. He would report back in the next few months.

The Parks and Reserves Manager, UHCC, elaborated on the report. He advised that he was uncertain about Daniel Chrisp's concerns and that their figures differed.

The Chair informed members that the officers would address the concerns and questions raised by Daniel Chrisp.

In response to questions from members, the Parks and Reserves Manager, UHCC, stated that he was unaware of the timeline for the *Akatārawa* Cemetery agreement review and was awaiting a response from the Head of Parks and Reserves, HCC. He advised that he would provide a breakdown of the number of plots, but that depended on the availability of land and what was suitable for double interments.

Cr Carson proposed that members receive a report outlining the terms of reference and timeframe for completing the *Akatārawa* Cemetery agreement review.

RESOLVED: (Cr Stallinger/Mayor Guppy)

Minute No. HVSC 24107

"That the Committee receives the report."

RESOLVED: (Cr Carson/Cr Dyer)

Minute No. HVSC 24108

"That the Committee asks officers to report back to the next meeting on the Terms of Reference, including reviewing the structure and timeline for the completion of the Akatārawa Cemetery agreement review."

#### 10. HUTT VALLEY SERVICES COMMITTEE FORWARD PROGRAMME 2024

Report No. HVSC2024/1/22 by the Senior Democracy Advisor

RESOLVED: (Cr Stallinger/Cr Newell)

Minute No. HVSC 24109

"That the Committee receives and notes the Forward Programme for 2024 attached as Appendix 1 to the memorandum."

#### 11. QUESTIONS

There were no questions.

Kia wātea, kia wātea! Ae rā, kua wātea! Hau, pai mārire.

#### 12. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA

Unuhia! Release us from the supreme sacredness of our tasks

Unuhia! To be clear and free

Unuhia i te uru-tapu-nui in heart, body and soul in our continuing journey

Kia wātea, kia māmā Oh Rongo, raise these words up high Te ngākau, te tinana, te wairua i te ara so that we be cleansed and be free,

takatū Yes indeed, we are free!

Koia rā e Rongo whakairihia ake ki Good and peaceful runga

There being no further business the Chair declared the meeting closed at 10.48pm.

Cr T Stallinger CHAIR

CONFIRMED as a true and correct record Dated this 3<sup>rd</sup> day of May 2024

Firstly thank you to the officers who have worked hard on this project and from the report I can see they are keeping within budget also. Cemetery planning projects are far more complex than people realize.

I do have further concerns after looking at today's report and update.

Point 8 on the report states that they expect 1.5 ha per decade for burial space for all 5 stages.

It is important to note that neither council has approved stage 3 - 5 construction. So based on previous presentations and figures provided to the Services Committee - stages 1 and 2 only provide 2.2 ha of burial space, so the forecasted capacity for this report would be 14 years for stages 1 and 2? this number is different from previous reports stating at least 25 years for stage 1 and 2? why is there such a large gap and discrepancy in these reports and calculations? Even if we add the stage 3 area that would only add less than 10 years based on today's report (1.3ha in stage 3)

These kinds of discrepancies make me doubt that the reports are being peer-reviewed by industry experts. but I may be missing key details, I genuinely hope I am wrong!

Point 9 covers plot sizes, it's good to see this information as it is vital to all burial capacity forecasting.

Industry best practice is for plots to be 4.5-5m2. how have the plot sizes provided been calculated? For example, do they include the space taken up by concrete headbeams? If the head beams have not been included in the calculations - below is an example of how much that can throw out calculations for capacity reporting

Headbeam average size 0.7-0.9m2. using the larger plot size given - 4.0m2 + 0.9m2 is 4.9m2. 1 hectare of land with 4.0m2 plots would equal 2500 plots 1 hectare of land with 4.9m2 plots would equal 2040 plots - a 20% difference.

The Key question then is why are the plot sizes given in this report smaller than the cemetery industry's best practice?

Furthermore, previous Lower Hutt council minutes concur that the industry's best practice is to invest in cemetery land development that provides for 50 years of capacity.

"This site (reynolds bach drive) would have a life expectancy of 34 to 39 years. An ideal site would provide for at least 50 years." (2003) minutes

Even 30 years is a good minimum. with today's update, we are being informed that we are only getting 25 years of capacity for stages 1-3. At a cost of 11 million. Have officers provided reports to both Councils about best and worst-case scenarios for the projected capacity of the Akatarawa Cemetery Expansion? I understand with land development projects that there are always contingencies and no guarantees of numbers can be given until the project is finished, however, project managers should have accurate data to provide a range of best and worst-case scenarios for the development. The reports to date that have been brought to the committee have appeared too high level and don't provide enough detail to give the certainty required for such a sensitive project.

The larger issue for HCC still exists that the residents were never consulted on the future of their cemetery services, the minutes from a 2004 meeting confirm this "No public consultation has been carried out as part of the investigations for a potential cemetery site"--

Tom Putawai has started a petition for the Council to take this issue more seriously and to exhaust all options before banking everything on Akatarawa Cemetery. The council needs to seriously consider the resident's well-being of forcing those who want burial to travel out of their hometown to do this. They also need to consider the risks they are accepting given the discrepancies evident in the Akatarara Cemetery Expansion project updates.

I would suggest that banking everything on Akatarawa Cemetery Development is simply kicking the can down the road and in 10 years all of these discussions will come back up. suitable land is only getting rarer and more expensive and I fear for the wellbeing of all Lower Hutt residents who will forever be forced to travel long distances to visit their loved ones who have passed. traveling out of the district should be an absolute last resort option for Council, I do not see enough evidence that HCC has exhausted all options. I would be happy if someone could provide me with this evidence.

I would like to know if Hutt City Council has ever done spatial mapping of land within the city to inform cemetery land options. Spatial mapping is typically the very first step in any new Cemetery land project plans. if they have, where are those documents?

#### **Daniel Chrisp**



14 March 2024

Report no: HCC2024/1/17

### **Sealing Authority**

#### Recommendation

That Council:

- (1) approves the affixing of the Common Seal to all relevant documents in connection with the items specified in Schedule 1 in accordance with Standing Order 8.2;
- (2) approves the deeds set out in Schedule 2; and
- (3) approves the warrants set out in Schedule 3.

#### **SCHEDULE 1 - General Sealing Authority**

#### Subdivision related documents - including Easements to Council

Standard easements and related requirements granting rights to Council as part of the subdivision process:

#### **Easements in Gross**

- a) 17 Hay Street, Lower Hutt Olivia Natasha Clamp & Grant Brian Marris, Dion William Crook & Zara Anne McLaughlin, Jonathan Ionatana Aigaga & Tenisia Maleta Aigaga and Hutt City Council 57WNMYAPPKJ5-1407309756-647
- b) 17 Lockwood Crescent, Lower Hutt Mary Lahayil John & Laiju Jose and Hutt City Council 57WNMYAPPKJ5-1407309756-650
- c) 15 Queens Drive, Lower Hutt USAR Commercial Assets Limited and Hutt City Council 57WNMYAPPKJ5-1407309756-649
- d) 6 Peel Place, Wainuiomata Friday Trustee No.2 Limited and Michael Terence Friday and Hutt City Council 57WNMYAPPKJ5-1407309756-655

- e) 1100 High Street, Lower Hutt 1100 High Street Limited and Hutt City Council 57WNMYAPPKJ5-1407309756-659
- f) 892 High Street, Lower Hutt RK Enterprises (2017) Limited and Hutt City Council 57WNMYAPPKJ5-1407309756-660
- g) 33 Raukawa Street, Stokes Valley Raukawa Heights Limited and Hutt City Council 57WNMYAPPKJ5-1407309756-680
- h) 43-45 Porutu Street, Lower Hutt Williams Corporation WLG T3 Limited and Hutt City Council 57WNMYAPPKJ5-1407309756-684
- i) 12 Ford Road, Manor Park Jones Homes Limited and Hutt City Council 57WNMYAPPKJ5-1407309756-683
- j) 7 Birch Street, Lower Hutt
   Birch Street Developments (7) Limited and Hutt City Council
   57WNMYAPPKJ5-1407309756-685
- k) 21 Renoir Avenue, Lower Hutt Ruchin Gupta and Noeleen Mavis Warman and Hutt City Council 57WNMYAPPKJ5-1407309756-686
- 29 Farmer Crescent, Lower Hutt Rachel Anne Aislabie & Ashlee Aaron Collier and Hutt City Council 57WNMYAPPKJ5-1407309756-694
- m) 195 Oxford Terrace, Lower Hutt Aura Galadriel Sanderson and Hutt City Council 57WNMYAPPKJ5-1407309756-702

#### Partial Cancellation of Building Line Restriction

a) 6 Peel Place, Wainuiomata, Lower Hutt Building Line Restriction K24640 and LT 592244 57WNMYAPPKJ5-1407309756-648

#### Agreement for Sale of Purchase of Real Estate

a) 428 Marine drive, Mahina Bay
 James Robert Thomas and Hutt City Council
 57WNMYAPPKJ5-1407309756-687

#### A&I and the tax statement

a) Pursuant to Agreement for Sale & Purchase dated 25 Jan 2024 HCC resolution dated 30 May 2024
 James Robert Thomas and Hutt City Council
 428 Marine Drive, Māhina Bay, Lower Hutt
 57WNMYAPPKJ5-1407309756-692

#### Esplanade Strip under Resource Management Act 1991

a) 1376 Coast Road, Wainuiomata Peter Michael Torrington and Hutt City Council 57WNMYAPPKJ5-1407309756-662

#### s348 Local Government Act 1974 approval dated 24 January 2024

Drainage strip adjacent to 17 Dillon Street, Lowry Bay 57WNMYAPPKJ5-1407309756-688

- (i) Application under s90 Land Transfer Act 2017 Eastbourne Borough Council
- (ii) Easement Instrument
  Robert Sherrill Watson & Mary Keys Watson and Hutt City Council

#### Regulation 6 Land Transfer Regulations 2018

Registration of the 3 Lot Fee Simple Estate subdivision, including registration of the Easement Instruments in accordance with Title Plan – LT 595308 Hutt City Council and Encumbrancee under Encumbrance no. 7987739.3 57WNMYAPPKJ5-1407309756-701

#### Partial Surrender of Easement, Easement in Gross and Private Easement

9 The Strand, Wainuiomata Masonic Villages Limited and Hutt City Council 57WNMYAPPKJ5-1407309756-704

#### A&I for the Discharge of Encumbrance

28 Cornwall Street and 31 Kings Crescent, Hutt Central, Lower Hutt 57WNMYAPPKJ5-1407309756-705

# <u>Application under s90 Land Transfer Act 2017 and C461 Certificate under Section 461 Local Government Act 1974 – Private Drain</u>

4 McGowan Road, Wainuiomata McGowan Developments Limited and Hutt City Council 57WNMYAPPKJ5-1407309756-711

#### <u>A&I for Easement in Gross and C461 Certificate under Section 461 Local</u> Government Act 1974 - Private Drain

108 Strand Crescent, Lower Hutt Michael Grant Hedges and Joanne Debra Hedges and Hutt City Council 57WNMYAPPKJ5-1407309756-712

#### A&I for Discharge of Compensation Certificate

1 Farrelly Grove, Fairfield, Lower Hutt 57WNMYAPPKJ5-1407309756-713

#### **SCHEDULE 2 - DEEDS**

- a) Deed of Renewal of Sub-Lease
   Citizens Advice Bureau Lower Hutt Incorporated and Hutt City Council
   57WNMYAPPKJ5-1407309756-657
- b) Deed of Lease Mariana Piccagli and Hutt City Council 57WNMYAPPKJ5-1407309756-661
- c) Deed (Amalgamation Covenant)
  Oxford Terrace, Lower Hutt
  Ailin Peng and Peng Liu and Tuwan Shahabdeen Sheriffdeen, Fathima
  Jesmin Shahabdeen and Hutt City Council
  57WNMYAPPKJ5-1407309756-674
  - (i) Authority & instruction Pursuant to amalgamation Covenant Covenant Against Transfer of Allotments under s240 Resource Management Act 1991 Tuwan Shahabdeen Sheriffdeen & Fathima Jasmin Shahabdeen and Hutt City Council
- d) Deed of Lease

Part of the first floor at 38-40 Rimu Street, Eastbourne, Lower Hutt (Eastbourne Library building)
Paul Thomas Stephens and Hutt City Council
57WNMYAPPKJ5-1407309756-700

- e) Deed of Renewal Moera Community House and Hutt City Council 57WNMYAPPKJ5-1407309756-703
- f) Lease of Reserve Land Honiana Te Puni Reserve Hutt City Council and Port Nicholson Block Settlement Trust and Wellington Rowing Association Incorporated 57WNMYAPPKJ5-1407309756-706

g) Deed of Lease Ground Floor, The Pavilion, 25 Laings Road, Lower Hutt Hutt City Council and Vashpa Limited 57WNMYAPPKJ5-1407309756-710

### **SCHEDULE 3 - WARRANTS**

Jessica Hoskins	1.	Local Government Act 2002
Warrant-23-27		ENFORCEMENT OFFICER pursuant to s177
HCC		(including additional powers of entry)
	2.	Resource Management Act 1991
		ENFORCEMENT OFFICER pursuant to s38(1)
Carine Punter	1.	Local Government Act 2002
Warrant-23-28		AUTHORISED PERSON pursuant to ss171, 173
HCC		(power of entry in general)
		ENFORCEMENT OFFICER pursuant to s177
		(including additional powers of entry)
	2.	Building Act 2004
		AUTHORISED OFFICER pursuant to s222
		ENFORCEMENT OFFICER pursuant to s371B
Debora Parsons	1.	Local Government Act 2002
Warrant-23-29		AUTHORISED PERSON pursuant to ss171, 173
HCC		(power of entry in general)
	2.	Dog Control Act 1996
		DOG CONTROL OFFICER pursuant to s11
Clark Williams	1.	Local Government Act 2002
Warrant-23-30		ENFORCEMENT OFFICER pursuant to s177
HCC		(including additional powers of entry)
	2.	Resource Management Act 1991
		ENFORCEMENT OFFICER pursuant to s38(1)
Darryl Comins	1.	Local Government Act 2002
Warrant-24-01		AUTHORISED PERSON pursuant to ss171, 173
SOLUTIONS		(power of entry in general)
TEAM		ENFORCEMENT OFFICER pursuant to s177
		(including additional powers of entry)
	2.	Building Act 2004
		AUTHORISED OFFICER pursuant to s222
		ENFORCEMENT OFFICER pursuant to s371B
Christopher Hill	1.	Local Government Act 2002
Warrant-24-02		AUTHORISED PERSON pursuant to ss171, 173
HCC		(power of entry in general)
		ENFORCEMENT OFFICER pursuant to s177
		(including additional powers of entry
	2.	Building Act 2004
		AUTHORISED OFFICER pursuant to s222
		ENFORCEMENT OFFICER pursuant to s371B

Robert Banks Warrant-24-03 SOLUTIONS TEAM	<ol> <li>Local Government Act 2002         AUTHORISED PERSON pursuant to ss171, 173         (power of entry in general)         ENFORCEMENT OFFICER pursuant to s177         (including additional powers of entry)</li> <li>Building Act 2004         AUTHORISED OFFICER pursuant to s222         ENFORCEMENT OFFICER pursuant to s371B</li> </ol>
Ken Tran Warrant-24-04 SOLUTIONS TEAM	<ol> <li>Local Government Act 2002         AUTHORISED PERSON pursuant to ss171, 173         (power of entry in general)         ENFORCEMENT OFFICER pursuant to s177         (including additional powers of entry)     </li> <li>Building Act 2004         AUTHORISED OFFICER pursuant to s222         ENFORCEMENT OFFICER pursuant to s371B</li> </ol>
Jon Astwood Warrant-24-05 FARSIGHT	<ol> <li>Local Government Act 2002         AUTHORISED PERSON pursuant to ss171, 173         (power of entry in general)         ENFORCEMENT OFFICER pursuant to s177         (including additional powers of entry)     </li> <li>Building Act 2004         AUTHORISED OFFICER pursuant to s222</li> </ol>
Robert Tierney Warrant-24-06 FARSIGHT	<ol> <li>Local Government Act 2002         AUTHORISED PERSON pursuant to ss171, 173         (power of entry in general)         ENFORCEMENT OFFICER pursuant to s177         (including additional powers of entry)     </li> <li>Building Act 2004         AUTHORISED OFFICER pursuant to s222</li> </ol>
Kelly Doherty Warrant-24-07 HCC	<ol> <li>Local Government Act 2002         AUTHORISED PERSON pursuant to ss171, 173         (power of entry in general)         ENFORCEMENT OFFICER pursuant to s177         (including additional powers of entry)         Health Act 1956         LOCAL AUTHORITY OFFICER pursuant to s128 of purposes of entry</li> </ol>
Duncan Pratt Warrant-24-08 HCC	<ol> <li>Local Government Act 2002         AUTHORISED PERSON pursuant to ss171, 173         (power of entry in general)         ENFORCEMENT OFFICER pursuant to s177         (including additional powers of entry)</li> <li>Dog Control Act 1996         DOG CONTROL OFFICER pursuant to s11</li> </ol>

Himanshu	1.	Local Government Act 2002
Gopalbhai Parekh		AUTHORISED PERSON pursuant to ss171, 173
Warrant-24-09		(power of entry in general)
HCC		ENFORCEMENT OFFICER pursuant to s177
		(including additional powers of entry
	2.	Health Act 1956
		LOCAL AUTHORITY OFFICER pursuant to s128 of
		purposes of entry
	3.	Resource Management Act 1991
		ENFORCEMENT OFFICER pursuant to s38(1)
Sarah Tsui	1.	Local Government Act 2002
Warrant-24-10		AUTHORISED PERSON pursuant to ss171, 173
HCC		(power of entry in general)
		ENFORCEMENT OFFICER pursuant to s177
		(including additional powers of entry
	2.	Health Act 1956
		ENVIRONMENTAL HEALTH OFFICER pursuant
		to s23a and s28
	3.	Litter Act 1979
		LITTER CONTROL OFFICER pursuant to s5
	4.	Resource Management Act 1991
		ENFORCEMENT OFFICER pursuant to s38 (1)
	5.	Sale and Supply of Alcohol Act 2012
		INSPECTOR pursuant to s197